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GRAMMAR.

"***Grammar,*** in its usual sense, is the art of speaking and writing a language correctly."—*R. G. White.*

"Properly speaking, it includes only etymology and syntax."—*W. D. Whitney, of Yale.*

"Of grammar, the essential parts, if not the whole, are etymology and syntax. For orthography relates to the mere arrangement of letters for the arbitrary representation of certain sounds, and prosody to the æsthetic use of language. And, if prosody is a part of grammar, why should the latter not include rhetoric, and even elocution? In fact, grammar was long regarded as including all that concerns the structure and the relations of language; and a grammarian among the ancients was one who was versed, not only in language, but in poetry, history, and rhetoric, and who, generally, lectured or wrote upon those branches of literature. But it seems to me that in the usage of intelligent people the English word *grammar* relates only to the laws which govern the significant forms of words, and the construction of the sentence. Thus, if we find *extraordinary* spelled *igstrawnery*, or hear *suggest* pronounced *sujjest*, we do not call these lapses false grammar; but if we hear, "She was *hisn*, but he wasn't *hern*," which violates true etymology, or, "He *done* it *good*," which is incorrect syntax, these we do call false grammar. Etymology, which relates to the significant forms of words, and syntax, the rules of which govern their arrangement, are, then, from our point of view, the great essentials, if not the whole, of grammar."—*R. G. White*, Words and their Uses, page 279.

"Grammar treats of the laws of speech; in the first place of *the word*, and then of the *combinations* of words in speech."—*Maetzner.*

"Grammar concerns the forms of words and their dependent relations in the sentence."—*R. G. White.*

Etymology is "the science of the word" and syntax is "the science of the sentence."

Etymology is the branch of grammar that treats of the parts of speech and their inflections.

Syntax is the part of grammar that treats of the sentence and its construction.

SENTENCES.

A ***sentence*** is "a related group of words containing a subject and a predicate with their modifiers, and expressing a complete thought."

The ***subject*** of a sentence is that about which something is asserted or affirmed.

The ***predicate*** of a sentence is that which is affirmed or denied of the subject.

The subject and predicate may assert or declare a thing, forming an *assertive* or ***declarative*** sentence; as, "He triumphs"; they may inquire about a thing, forming an ***interrogative*** sentence; as, "Does he triumph?" or they may command or express a desire for a thing, forming an ***imperative*** sentence; as, "Triumph thou!" or, with the pronoun understood, "Triumph!" The sentence constitutes the subject-matter of grammar, and may be either *simple*, composed of a single subject and predicate; or *combined*, including *compound*, made up of two or more principal sentences, and *complex*, made up of principal and subordinate.—*Standard Dictionary.*

A sentence that forms part of a compound or complex sentence is called a *clause*.

A ***clause*** is, therefore, "a part of a sentence containing a subject and a predicate," and is distinguished from a ***phrase,*** which is a part of a sentence not expressing a complete thought. Clauses are either *independent* or *dependent.*

A sentence may contain few words, or many.

Halt!
Time flies.
Where is it?

What a beautiful flower!

Your favor of yesterday came duly to hand.

Please let us hear from you with regard to this matter at your earliest convenience.

"By analyzing the light of the sun by means of a spectroscope, an instrument that splits light up into its component colors, in the same manner as you have seen light split up into all the colors of the rainbow by the glass drops on chandeliers, it has been found that a great number of our metals exist in the sun, not of course in their metallic state, but in the state of vapor, the heat there being so intense that the metals evaporate as water with us does into steam."

Every sentence should begin with a *capital letter.*

At the end of a sentence that asks a question, the *question mark* (?) should be placed.

After sentences or expressions that constitute exclamations, or indicate surprise or strong feeling, the *exclamation point* (!) should be used.

At the end of every sentence that does not require a question mark or an exclamation point there should be placed a dot, called a *period.*

THE PARTS OF SPEECH.

Words are classified according to their use in the sentence, and are thus divided into eight classes, called ***the parts of speech;*** namely, *nouns*, *adjectives*, *pronouns*, *verbs*, *adverbs*, *prepositions*, *conjunctions* and *interjections.*

1. A ***noun*** is a word used as the name of a thing, quality, or action existing or conceived by the mind; as, *book*, *house*, *city*, *kindness*, *diligence*, *navigation*, *flight*, *Philadelphia.*

2. An ***adjective*** is a word used to limit or qualify a noun; as, *this* book; *new* house; *large* city; *good* advice.

3. A ***pronoun*** is a word used instead of a noun; as, *I* spoke. *He* came. *Who* is *it*?

4. A ***verb*** is a word used to assert or declare. Either alone or with various modifiers, it combines with the subject to make a sentence; as, Grass *grows*. Gold *is* precious. The Delaware river *separates* Pennsylvania from New Jersey. They *are going* to New York. The letter *has been mailed*.

5. An ***adverb*** is a word used to modify a verb, an adjective, or another adverb; as, She writes *well*. The picture is *very* large. He came *too soon*.

6. A ***preposition*** is a word used to show the relation of its object (a noun or pronoun) to a verb, an adjective, or another noun or pronoun; as, He lives *in* this city. I am glad *of* it. Mr. Jones is counsel *for* the defendant. Which *of* them do you prefer?

7. A ***conjunction*** is a word used to connect words, phrases, or clauses; as, She is learning shorthand *and* typewriting. Have they gone to the seashore *or* to the mountains? We have written to them, *but* they have not answered our letter.

8. An ***interjection*** is a word used to express sudden emotion, excitement, or feeling; as, Oh! Ah! Alas! Hurrah! Interjections are used independently and have no grammatical relation to the other words in the sentence. They are commonly emphasized to the eye in writing and printing by a mark of exclamation.

NOUNS.

Definition. A *noun* is a word used as a name.

Classes. Nouns are divided into two general classes, *proper* and *common;* and among common nouns are included two particular classes, *collective* and *abstract* nouns.

A ***proper noun*** or proper name is the name of an indi-

vidual as distinguished from others of the same class, as, *William*, *Philadelphia*, *Susquehanna;* a ***common noun*** is the name an individual object has in common with others of its class, as, *man*, *city*, *river;* a ***collective noun*** is a noun expressing an aggregate or collection of individuals, as, *committee*, *army;* an ***abstract noun*** is a noun indicating a quality, as, *goodness*, *beauty*, *pride*.

Nouns have four modifications—*person*, *number*, *gender*, and *case*.

Person.

Person is the relation or modification that distinguishes the speaker, the person or thing spoken to, and the person or thing spoken of. A noun denoting the person speaking is said to be in the ***first person;*** as, I, *John Smith*, do hereby appoint Henry Jones to be my attorney. When a noun denotes the person spoken to, it is said to be in the ***second person;*** as, *William*, where is your book? A noun denoting the person or thing spoken of is said to be in the ***third person;*** as, *Edward* is not here.

Nouns have no inflections to indicate person, which can only be determined by the context.

Number.

Number is the form of inflection that indicates whether one thing or more is spoken of. There are two numbers—the *singular* and the *plural*. The ***singular*** number of a noun is the form of it that denotes but *one;* the ***plural*** number is the form that denotes more than one.

Most nouns add ***s*** or ***es*** to the singular to form the plural. When the sound of ***s*** can be added without making another syllable, ***s*** alone is added; as, *book*, *book**s***—*pen*, *pen**s***—*apple*,

apples. But when the sound of *s* makes an additional syllable, *es* is added—except in the case of a singular ending with silent *e*; as, *box*, *boxes*—*fish*, *fishes*—*voice*, *voices*—*stage*, *stages*.

Nouns ending in *y* preceded by a vowel (*a*, *e*, *i*, *o*, *u*) form their plurals in the regular way, by adding *s* to the singular; as,

dray, drays	pulley, pulleys
delay, delays	money, moneys
essay, essays	journey, journeys
holiday, holidays	joy, joys
key, keys	decoy, decoys
alley, alleys	envoy, envoys
valley, valleys	alloy, alloys
volley, volleys	guy, guys

The only exceptions are nouns ending in *quy*; as, soliloquy, *soliloquies*.

Nouns ending in *y* preceded by a consonant form their plurals by changing *y* into *i* and adding *es*; as,

ruby, rubies	company, companies
agency, agencies	copy, copies
study, studies	jury, juries
elegy, elegies	courtesy, courtesies
sky, skies	duty, duties
ally, allies	navy, navies
army, armies	proxy, proxies

The following nouns ending in *f* or *fe* form their plurals by changing *f* into *v* and adding *es*.

beef, beeves	loaf, loaves
calf, calves	self, selves
elf, elves	shelf, shelves
half, halves	sheaf, sheaves
knife, knives	thief, thieves
life, lives	wife, wives
leaf, leaves	wolf, wolves

wharf, wharves

All other nouns ending in *f* or *fe* form their plurals in the regular way ; as,

safe, safes	scarf, scarfs
reef, reefs	dwarf, dwarfs
fife, fifes	gulf, gulfs
belief, beliefs	hoof, hoofs
brief, briefs	roof, roofs
grief, griefs	proof, proofs

Nouns ending in *o* preceded by a vowel form their plurals by adding *s* to the singular ; as,

cameo, cameos	ratio, ratios
embryo, embryos	oratorio, oratorios
folio, folios	portfolio, portfolios

Ordinary English nouns ending in *o* preceded by a consonant form their plurals by adding *es* to the singular ; as,

buffalo, buffaloes	mulatto, mulattoes
calico, calicoes	negro, negroes
cargo, cargoes	potato, potatoes
echo, echoes	tomato, tomatoes
hero, heroes	tornado, tornadoes
mosquito, mosquitoes	torpedo, torpedoes
motto, mottoes	volcano, volcanoes

Some nouns adopted from the Italian, Latin, and Spanish languages, ending in *o* preceded by a consonant, form their plurals by adding *s* only to the singular ; as,

solo, solos	quarto, quartos
alto, altos	octavo, octavos
soprano, sopranos	duodecimo, duodecimos
piano, pianos	memento, mementos
virtuoso, virtuosos	proviso, provisos
tyro, tyros	stiletto, stilettos
studio, studios	palmetto, palmettos
halo, halos	albino, albinos
salvo, salvos	casino, casinos

Both forms of the plural of the following words are recognized as correct by the principal dictionaries. The form in *es* is to be preferred.

bravo, bravos or bravoes
desperado, desperados or desperadoes
domino, dominos or dominoes
flamingo, flamingos or flamingoes
fresco, frescos or frescoes
grotto, grottos or grottoes
lasso, lassos or lassoes
mango, mangos or mangoes
manifesto, manifestos or manifestoes
portico, porticos or porticoes
zero, zeros or zeroes

Some Latin and Greek nouns that have come into common use in the English language have two plurals—the original Latin or Greek plural, and the English plural formed in the ordinary way. It is preferable to use the English plurals of the following nouns, but the others are frequently used.

Singular.	Latin Plural.	English Plural.
apex	apices	apexes
appendix	appendices	appendixes
dogma	dogmata	dogmas
formula	formulae	formulas
index	indices	indexes
medium	media	mediums
memorandum	memoranda	memorandums
stigma	stigmata	stigmas
vertex	vertices	vertexes
vortex	vortices	vortexes
Singular.	**Greek Plural.**	**English Plural.**
automaton	automata	automatons

The following Latin and Greek nouns retain their original plurals; most of them have no English plurals, and the English plurals of the others (as shown) are seldom used.

Singular.	Latin Plural.	English Plural.
administratrix	administratrices	. . . . .
alumnus	alumni	. . . . .
alumna	alumnae	. . . . .
amanuensis	amanuenses	. . . . .
apparatus	apparatus	(rarely, apparatuses)
axis	axes	. . . . .
chrysalis	chrysalides	. . . . .
datum	data	. . . . .
dictum	dicta	dictums
effluvium	effluvia	. . . . .
erratum	errata	. . . . .
focus	foci	focuses
fungus	fungi	funguses
genus	genera	(rarely, genuses)
larva	larvae	larvas
matrix	matrices	. . . . .
nebula	nebulae	. . . . .
nucleus	nuclei	nucleuses
oasis	oases	. . . . .
radius	radii	radiuses
stratum	strata	stratums
terminus	termini	. . . . .

Singular.	Greek Plural.	English Plural.
analysis	analyses	. . . . .
antithesis	antitheses	. . . . .
basis	bases	. . . . .
crisis	crises	. . . . .
criterion	criteria	(sometimes, criterions)
ellipsis	ellipses	. . . . .
hypothesis	hypotheses	. . . . .
miasma	miasmata	. . . . .
parenthesis	parentheses	. . . . .
phenomenon	phenomena	. . . . .
synopsis	synopses	. . . . .
thesis	theses	. . . . .

The only purely English nouns that form plurals not ending in *s* are the following:

man, men	foot, feet
woman, women	tooth, teeth
child, children	ox, oxen
brother, brethren or brothers	goose, geese
die, dice or dies	louse, lice
penny, pence or pennies	mouse, mice

Some nouns have the same form for both singular and plural; as,

deer, deer	swine, swine	species, species
sheep, sheep	trout, trout	series, series

Some nouns are used only in the plural; as,

annals	measles	scissors
ashes	nippers	tidings
billiards	obsequies	tongs
clothes	pliers	tweezers
goods	riches	victuals

Most compound nouns add the sign of the plural to the principal word; as,

court-martial, courts-martial	handful, handfuls
father-in-law, fathers-in-law	spoonful, spoonfuls
hanger-on, hangers-on	mouthful, mouthfuls

EXERCISE 1.

Copy the following sentences, changing ***every*** *noun and pronoun to the plural.*

1. An important crisis in a military engagement is the time which most severely tries the ability of a general.
2. An amanuesis, in order to write correctly, should have a clear understanding of the words he writes.
3. That lady desires to purchase a piano for her child.
4. This boy has lost the key to his box.
5. He met his enemy.

6. She bought a handkerchief and a scarf.
7. He spent a day in exploring the valley.
8. A vessel of his was wrecked by a tornado.
9. I have made a memorandum of this matter.
10. My friend was deeply interested in studying this curious phenomenon.
11. The attorney is an Englishman.
12. They issued a new series of bonds.
13. He insured the cargo.
14. He jumped for his life.
15. The hero of this story performs a wonderful feat.

Gender.

Gender is a classification of nouns into ***masculine, feminine*** and ***neuter,*** according as they denote beings of the male sex, beings of the female sex, or objects without sex.

There are three ways in which the gender of nouns is shown—(1) by endings, (2) by qualifying words or prefixes, (3) by words used exclusively for males or females.

1. By Endings.

Masculine.	Feminine.	Masculine.	Feminine.
baron,	baroness	abbott,	abbess
count,	countess	actor,	actress
deacon,	deaconess	adventurer,	adventuress
giant,	giantess	benefactor,	benefactress
god,	goddess	duke,	duchess
heir,	heiress	emperor,	empress
host,	hostess	governor,	governess
Jew,	Jewess	instructor,	instructress
lion,	lioness	marquis,	marchioness
patron,	patroness	master,	mistress
poet,	poetess	murderer,	murderess
priest,	priestess	negro,	negress
prince,	princess	protector,	protectress
prophet,	prophetess	tiger,	tigress
shepherd,	shepherdess	traitor,	traitress

administrator,	administratrix	czar,	czarina
director,	directrix*	hero,	heroine
executor,	executrix	bridegroom,	bride
testator,	testatrix	widower,	widow
Albert,	Alberta	Henry,	Henrietta
Augustus,	Augusta	Jesse,	Jessie
Cecil,	Cecilia	John,	Jane
Charles,	Charlotte	Joseph,	Josephine
Cornelius,	Cornelia	Julius,	Julia
Francis,	Frances	Louis,	Louisa

2. By Qualifying Words or Prefixes.

Masculine.	Feminine.	Masculine.	Feminine.
grandfather,	grandmother	man servant,	maid servant
landlord,	landlady	he bear,	she bear
schoolboy,	schoolgirl	male elephant,	female elephant

3. By Words used Exclusively for Males or Females.

Masculine.	Feminine.	Masculine.	Feminine.
bachelor,	maid	husband,	wife
beau,	belle	king,	queen
boy,	girl	lad,	lass
brother,	sister	lord,	lady
bull,	cow	monk,	nun
drake,	duck	nephew,	niece
earl,	countess	sir,	madam
father,	mother	son,	daughter
gander,	goose	uncle,	aunt
horse,	mare	wizard,	witch

Case.

Case is the relation which a noun bears to other words in the sentence.

There are three cases—the *nominative*, the *possessive* and the *objective*.

The ***nominative*** case is the relation of the subject of a sentence; as, *The* ***merchant*** *dictated a letter.*

The ***possessive*** case is the relation of possession or ownership; as, *a* ***boy's*** *suit,* ***boys'*** *suits.*

* = directress.

The ***objective*** case is the relation of the object of a verb or a preposition; as, *I gave the* ***book*** *to* ***John.***

The nominative and objective of nouns are always alike in form, and can only be distinguished by their place before or after the verb, or by the sense of the context.

The possessive case of nouns is formed, in the singular number, by adding *an apostrophe* (') *and the letter* ***s*** to the nominative, and in the plural, when the nominative ends in ***s***, by adding *an apostrophe only;* as, *the lady's glove, ladies' gloves.*

In forming the possessive of proper names consisting of more than one word, and of two or more names used to denote joint ownership, the sign of the possessive is annexed to the last word; as, *Smith, Jones & Co.'s Store; James Russell Lowell's poems; Funk and Wagnalls's dictionary.*

When separate ownership is to be indicated, the possessive sign is added to each name; as, *Webster's and Worcester's dictionaries.*

On account of the customary elision of the final ***s*** of the possessive, for euphony's sake, in a few such expressions as "*for goodness' sake,*" "*for conscience' sake,*" etc., writers are sometimes in doubt as to which is the correct form for the possessive singular of nouns ending with the sound of ***s***—that is, whether we should write "*Mr. Jones' house*" or "*Mr. Jones's house.*" The regular form is the correct one, as the following examples (quoted from several of the leading authorities on grammar) will show.

James Otis's letters	Phillips's Poems
General Gates's command	Prince's Bay
General Knox's appointment	Fox's Journal
Governor Meigs's promptness	King James's edict
Mr. Williams's oration	a justice's warrant
the witness's deposition	Sphinx's riddle
Harris's Hermes	Dickens's works
Bates's Sermons	Barnes's Notes

The elision is permissible in some instances, where an awkward pronunciation is avoided (although the *s*, when written, need not be sounded in all cases), but these instances are exceptions, and not the rule.

EXERCISE 2.

Copy the following sentences, using the ***apostrophe*** *where necessary.*

1. The dealers stock of boys shoes is too limited to supply all his customers demands.
2. The firms books are kept in the safe.
3. The laborers said that what they demanded was a fair days pay for a fair days work.
4. He gave the firms agent a thirty days note for the total amount of his purchases, and gave him directions as to the shipment of the goods.
5. The authors manuscript did not meet with the publishers approval.
6. A merchants stock of goods should be selected to suit his customers tastes.
7. Appleton & Cos publications are used in many schools.
8. The secretarys opinion was quite contrary to that of the directors.
9. It was clearly the agents duty to report the occurrence and await his principals decision.
10. Peoples tastes differ so much that it is a waste of anyones time and efforts for him to try to please all.
11. He said that he had lost many a nights sleep in worrying about his partners extravagance.
12. He has had several years experience in such work.
13. He desires to have the goods forwarded without a moments delay.
14. Within a few blocks distance are many lawyers offices.
15. They doubted the witnesss statement.

ADJECTIVES.

Definition. An *adjective* is a word used to limit or qualify a noun.

Classes. Adjectives may be divided into six special classes, or two general classes.

The special classes are (1) *common* adjectives, or quality words, (2) *participial* adjectives, (3) *articles*, (4) *numeral* adjectives, (5) *pronominal* adjectives, and (6) *proper* adjectives.

The first two classes comprise the general class called ***qualifying*** adjectives, and the remaining four classes form the general class called ***limiting*** adjectives.

1. ***Common adjectives*** are words used to express some quality of the noun or pronoun to which they belong; as,

big, little	hot, cold	black
bright, dark	large, small	white
broad, narrow	long, short	red
coarse, fine	new, old	blue
fresh, stale	public, private	yellow
full, empty	quick, slow	orange
gay, sad	rich, poor	green
glad, sorry	right, wrong	purple
good, bad	rough, smooth	brown
hard, soft	round, square	gray
heavy, light	strong, weak	
high, low	sweet, sour	
thick, thin		

2. ***Participial adjectives*** are those which have the form of participles, but are used without an idea of time; as, *a* ***pleasing*** *anecdote, a* ***standing*** *army, a* ***rousing*** *cheer, a* ***broiling*** *sun, a* ***learned*** *man, a* ***cultivated*** *mind.*

3. The ***articles*** are the words ***the***, ***an*** and ***a***, which are placed before nouns to limit their meaning; as, ***the*** *city*, ***the***

ocean, ***an*** *army*, ***an*** *empire*, ***a*** *book*, ***a*** *pen*. *The* is called the ***definite*** article, while *an* or *a* is the ***indefinite*** article; *an* is used when the word following begins with a *vowel sound*, and *a* is used before nouns beginning with a consonant sound.

4. ***Numeral adjectives*** are those which express numbers. They are of three kinds—*cardinal*, *ordinal*, and *multiplicative*.

The ***cardinal*** numerals are those that denote how many; as, *one*, *two*, *three*, *four*, *five*, *six*, *seven*, *eight*, *nine*, *ten*, etc.

The ***ordinal*** numerals are those that denote which one of a series; as, *first*, *second*, *third*, *fourth*, *fifth*, *sixth*, *seventh*, *eighth*, *ninth*, *tenth*, etc.

The ***multiplicatives*** show the number of parts of which a whole is composed; as, *single*, *double*, *triple*, *quadruple*, (or, *twofold*, *threefold*, *fourfold*), etc.

5. ***Pronominal adjectives*** are those that partake of the nature of pronouns, being sometimes used to represent nouns understood; as, ***This*** *book is yours; **that*** *book is mine*. ***Much*** (*work*) *remains to be done*.

6. ***Proper adjectives*** are those formed from proper names; as, ***American*** *goods*, ***Italian*** *opera*, ***English*** *ships*, ***Swiss*** *scenery*, ***Grecian*** *architecture*, ***Roman*** *history*, ***Christian*** *religion*, ***Shakespearian*** *drama*, ***Julian*** *calendar*.

Adjectives have but one modification—namely, *comparison*.

Comparison.

Comparison is the inflection of adjectives to express different degrees in quality.

There are three *degrees of comparison*—the *positive*, the *comparative* and the *superlative*.

The ***positive degree*** is that which is expressed by the adjective in its simple form; as, *a* ***bright*** *light—a* ***hard*** *substance. The street is* ***narrow.***

The ***comparative degree*** is that form of an adjective which expresses *more* or *less* of the quality as possessed by one thing compared with another; as, *This book is* ***smaller*** *than that. It is* ***colder*** *to-day than it was yesterday.*

The ***superlative degree*** is that form of an adjective which expresses the *highest* or *lowest* degree of a quality; as, *brightest, best, shortest.*

Those adjectives which express qualities or attributes that do not admit of different degrees, cannot be compared; as, *four, each, eternal.*

Most adjectives of more than one syllable do not change their form, but are compared by using *more* or *less, most* or *least* before them; as, ***more*** *industrious,* ***less*** *harmful,* ***most*** *beneficial,* ***least*** *useful.*

The following adjectives are irregularly compared:

good, better, best	much, more, most
bad, worse, worst	many, more, most
little, less, least	

The Use of Adjectives.

Rule 1. Adjectives that express ***quantity*** must be used only with nouns in the singular, and those that express ***number*** must be used only with nouns in the plural.

Quantity.	Number.	Quantity.	Number.
much	many	least	fewest
little	few	this	these
less	fewer	that	those

Rule 2. When two or more adjectives relate to a noun denoting one and the same object, the article is used before the first only; but if two or more objects are intended, the article must be repeated.

Rule 3. The comparative degree is used when one object is compared with another; the superlative degree, when one is compared with several others.

Rule 4. Do not make use of double comparatives. Say "politer" or "more polite," but not "more politer," etc.

EXERCISE 3.

Copy the following sentences, correcting errors.

1. These sort of mistakes are very common.
2. The rich and poor have a common interest.
3. Jane is the wittier of the three, not the wiser.
4. A more worthier man you cannot find.
5. He had not much provisions left for his army.
6. The man wore a large and dark and a faded cloak.
7. Those set of books was a valuable present.
8. "This is the most unkindest cut of all."
9. That building must be either a church or school.
10. Which of that group of men is the taller?
11. Those sort of dealings are unjust.
12. The first and second book are difficult.
13. Charles formed expensive habits and by those means became poor.
14. A red and a white flag was displayed from the tower.
15. I don't like these kind of pencils.
16. Nothing is more lovelier than virtue.
17. A man, woman and child were riding in the car.
18. Not less than twenty dictionaries of the English language had been published before that time.
19. Those sort of favors did real injury.
20. The Atlantic ocean separates the eastern and western continent.

PRONOUNS.

Definition. A *pronoun* is a word used instead of a noun.

Classes. Pronouns are divided into three classes—*personal, relative* and *interrogative.*

1. A ***personal*** pronoun is one that shows by its form whether it is of the *first*, the *second*, or the *third* person.

There are five *simple* personal pronouns, as follows: ***I*** (plural *we*) of the first person; ***thou**** (plural *you*) of the second person; ***he, she*** and ***it*** (plural *they*) of the third person.

There are five *compound* personal pronouns: ***Myself*** (plural *ourselves*) of the first person; ***thyself*** or ***yourself*** (plural *yourselves*) of the second person; ***himself, herself*** and ***itself*** (plural *themselves*) of the third person.

2. A ***relative*** pronoun is one that represents an antecedent word or phrase, and connects different clauses of a sentence.

The *simple* relative pronouns are ***who, which, what*** and ***that.***

Who is used with reference to persons only; *which* refers to animals and inanimate things; *what*, to things only; while *that* may refer to persons, animals or things.

The relative pronoun *what* is equivalent to "that which."

The *compound* relative pronouns are ***whoever*** or ***whosoever, whichever*** or ***whichsoever,*** and ***whatever*** or ***whatsoever.***

3. An ***interrogative*** pronoun is one with which a question is asked.

The interrogative pronouns are ***who, which*** and ***what.***

Modifications.

Pronouns have the same modifications as nouns; namely, *person*, *number*, *gender* and *case.*

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*The plural form *you* is used instead of the singular *thou*, except in the "solemn" style and in poetry.

Declension of Pronouns.

The declension of a pronoun is the regular arrangement of its numbers and cases.

I, the Pronoun of the First Person.

Singular.	Plural.
Nom.—I	*Nom.*—we
Pos. —my, or mine	*Pos.* —our, or ours
Obj. —me	*Obj.* —us

Thou, the Pronoun of the Second Person.

Singular.	Plural.
Nom.—thou	*Nom.*—you
Pos. —thy, or thine	*Pos.* —your, or yours
Obj. —thee	*Obj.* —you

He, the Pronoun of the Third Person, Masculine Gender.

Singular.	Plural.
Nom.—he	*Nom.*—they
Pos. —his	*Pos.* —their, or theirs
Obj. —him	*Obj.* —them

She, the Pronoun of the Third Person, Feminine Gender.

Singular.	Plural.
Nom.—she	*Nom.*—they
Pos. —her, or hers	*Pos.* —their, or theirs
Obj. —her	*Obj.* —them

It, the Pronoun of the Third Person, Neuter Gender.

Singular.	Plural.
Nom.—it	*Nom.*—they
Pos. —its	*Pos.* —their, or theirs
Obj. —it	*Obj.* —them

The Relative Pronoun ***Who.***

Singular.	Plural.
Nom.—who	*Nom.*—who
Pos. —whose	*Pos.* —whose
Obj. —whom	*Obj.* —whom

Whose is sometimes used as the possessive of *which*, but *what* and *that* have no possessive and are therefore indeclinable.

The Use of Pronouns.

Rule 1. A pronoun agrees in person, number and gender with the word that it represents.

Rule 2. The verb ***to be*** takes the same case after it as before it.

EXERCISE 4.

Copy the following sentences, correcting errors.

1. Let each esteem others better than themselves.
2. No one can be blamed for taking due care of their health.
3. Every one is the best judge of their own conscience.
4. What boy among you can foretell their future career?
5. Each contributed what they could.
6. If any one has not received a copy of this report, I shall be glad to supply them with it.
7. Every member of the class should do their own work by themselves, without depending on others.
8. It could not have been her.
9. Whom do you think it is?
10. These are the persons who he thought to be true to his interests.
11. Was it him who came last?
12. Yes, it was him.
13. Can you tell whom that man is?
14. It is them, you say, who deserved most blame.
15. It might have been him, but there is no proof of it.
16. I'am certain it was not him.
17. It was him and me that were chosen.
18. I would get the same if I were him.
19. Who do you suppose it to be?
20. I little thought it had been him.

Rule 3. The object of a transitive verb or a preposition is in the objective case.

Rule 4. The subject of a finite verb is in the nominative case.

EXERCISE 5.

Copy the following sentences, correcting errors.

1. Who are you looking for?
2. Who did you say you met this morning?
3. Let you and I go on ahead.
4. He wished to know who he should ask for.
5. It was him who spoke first.
6. Who should I meet the other day but he.
7. My father allowed my brother and I to accompany him.
8. I do not know who to send.
9. There were no marks to show who the cattle belonged to.
10. Let that remain a secret between you and I.
11. They ride faster than us.
12. Her father and her were at church.
13. Who did you buy this book from?
14. There is a gentleman who I think it would be advisable for you to see.
15. There is a young man in my neighborhood whom I think would be interested in your catalogue.

Rule 5. The relatives *who* and *which* are generally used to introduce explanatory clauses, and *that* to introduce restrictive clauses.

EXERCISE 6.

Copy the following sentences, correcting errors.

1. At home I studied geometry, that I found useful afterwards.
2. This is the friend which I love.
3. I sent him a copy of the book, that he tells me he has read with pleasure.
4. "Thanatopsis," that Bryant wrote when he was but nineteen years of age, is one of his best poems.
5. This is the very paper which I wanted.

6. Here is the best which I can find.
7. If it was Jones which said so, you may rest assured that it is so.
8. There are not many people which would be willing to do that which he has done.
9. That which he intended to say was quite different from that which he did say.
10. I have no doubt but what he will succeed.
11. This is the longest tree which I have ever seen.
12. She is the same lady who sang so sweetly.
13. John told the same story which you did.
14. That little joke that I told you is the one that I said that I wanted to tell to someone that I was sure would appreciate that sort of a joke.
15. This is the real article, but I am not certain that that that that clerk showed you is genuine.

VERBS.

Definition. A *verb* is a word used to assert or declare.

Classes. Verbs are classified according to their meaning as *transitive* and *intransitive.*

A ***transitive*** verb is one that requires an object; as, *make. They* ***make*** *large profits on these goods. He* ***made*** *a mistake.*

An ***intransitive*** verb is one that does not require an object; as, *sleep, look. He* ***sleeps*** *soundly. Those flowers* ***look*** *beautiful. They* ***looked*** *at the pictures.*

Verbs are classified according to their form as *regular* and *irregular.*

A ***regular*** verb is one whose past tense and past participle are formed by adding ***d*** or ***ed*** to the infinitive; as *walk, walked, walked; receive, received, received.*

An ***irregular*** verb is one whose past tense and past

participle are not formed by adding ***d*** or ***ed*** to the infinitive; as, *go, went, gone—have, had, had—be, was, been.*

Modifications.

Verbs have four modifications—*mode*, *tense*, *person* and *number.*

Mode is the form used to indicate the manner in which the action, being or state expressed by a verb is stated or conceived, whether as actual, doubtful or commanded.

The English modes proper are the *infinitive*, the *indicative*, the *subjunctive* and the *imperative.* Certain verb-phrases are also called modes, as those formed by *may, might, can, could* (potential) *should, would* (conditional) *must, ought* (obligative).

The ***infinitive*** is that form of a verb that expresses, without regard to person or number, the action or condition asserted by the verb; as, *to love.*

The ***indicative*** mode is that form of the verb which simply indicates or declares; as, I *write*, you *know*—or asks a question; as, *Do* you *know?*

The ***subjunctive*** mode represents the action or condition as doubtful or contingent. ("*Be* and *were* are almost the only surviving English subjunctive forms.") "If I *were* in your place," etc.—"whether it *be* admitted or not," etc.

The ***imperative*** mode is that form of the verb which expresses command, entreaty or exhortation; as, *Do* not go. *Forgive* me. *Be* still.

Tense is the modification of the verb that denotes the time of the action, being or state.

The ***present*** tense denotes a present action; as, I *write.*

The ***past*** tense denotes a past action; as, I *wrote.*

The ***future*** tense denotes a future action; as, I *shall write.*

The ***present perfect*** tense denotes an action completed at the present time; as, I *have written.*

The ***past perfect*** tense denotes an action completed at some past time; as, I *had written.*

The ***future perfect*** tense denotes an action completed at some future time; as, I *shall have written.*

The ***person*** and ***number*** of a verb are those modifications in which it agrees with its subject.

The ***conjugation*** of a verb is a regular arrangement of its modes, tenses, persons, numbers and participles.

An ***auxiliary*** is a verb prefixed to one of the principal parts of another verb, to express some particular mode and time of the action, being or state. The auxiliaries are *do, be, have, shall, will, may, can* and *must*, with their variations.

Conjugation

of the regular intransitive verb

WALK.

Principal Parts.

Present.	Past.	Present Participle.	Past Participle.
Walk	Walked	Walking	Walked

Infinitive Mode.

Present. To walk. *Past.* To have walked.

Indicative Mode.

Present Tense.

Singular.	Plural.
1. I walk.	1. We walk.
2. Thou walkest.	2. You walk.
3. He walks.	3. They walk.

Past Tense.

Singular.	Plural.
1. I walked.	1. We walked.
2. Thou walkedst.	2. You walked.
3. He walked.	3. They walked.

Future Tense.

Singular.	Plural.
1. I shall walk.	1. We shall walk.
2. Thou wilt walk.	2. You will walk.
3. He will walk.	3. They will walk.

Present Perfect Tense.

Singular.	Plural.
1. I have walked.	1. We have walked.
2. Thou hast walked.	2. You have walked.
3. He has walked.	3. They have walked.

Past Perfect Tense.

Singular.	Plural.
1. I had walked.	1. We had walked.
2. Thou hadst walked.	2. You had walked.
3. He had walked.	3. They had walked.

Future Perfect Tense.

Singular.	Plural.
1. I shall have walked.	1. We shall have walked.
2. Thou wilt have walked.	2. You will have walked.
3. He will have walked.	3. They will have walked.

Subjunctive Mode.

Present Tense.

Singular.	Plural.
1. If I walk.	1. If we walk.
2. If thou walk.	2. If you walk.
3. If he walk.	3. If they walk.

Past Tense.

Singular.	Plural.
1. If I walked.	1. If we walked.
2. If thou walked.	2. If you walked.
3. If he walked.	3. If they walked.

Imperative Mode.

Present Tense.

Singular.	Plural.
2. Walk (thou)	2. Walk (ye or you)

Participles.

Present, Walking. *Past*, Walked.

Past Perfect, Having walked.

List of the Principal Irregular Verbs.

Present.	Past.	Past Participle.
arise	arose	arisen
awake	awoke	awoke
be	was	been
bear	bore	borne or born
beat	beat	beaten
begin	began	begun
bend	bent	bent
bet	bet	bet
bid	bid or bade	bidden or bid
bind	bound	bound
bite	bit	bitten
bleed	bled	bled
blow	blew	blown
break	broke	broken
breed	bred	bred
bring	brought	brought
build	built	built
burn	burned or burnt	burned or burnt

Present.	Past.	Past Participle.
burst	burst	burst
buy	bought	bought
cast	cast	cast
catch	caught	caught
choose	chose	chosen
cling	clung	clung
come	came	come
cost	cost	cost
creep	crept	crept
cut	cut	cut
deal	dealt	dealt
dig	dug	dug
do	did	done
draw	drew	drawn
drink	drank	drunk or drank
drive	drove	driven
eat	ate or eat	eaten
fall	fell	fallen
feed	fed	fed
feel	felt	felt
fight	fought	fought
find	found	found
flee	fled	fled
fling	flung	flung
freeze	froze	frozen
fly	flew	flown
forbear	forbore	forborne
forsake	forsook	forsaken
get	got	gotten or got
give	gave	given
go	went	gone
grind	ground	ground
grow	grew	grown
hang	hanged or hung	hanged or hung
have	had	had

Present.	Past.	Past Participle.
hear	heard	heard
hew	hewed	hewed or hewn
hide	hid	hidden or hid
hit	hit	hit
hold	held	held
hurt	hurt	hurt
keep	kept	kept
kneel	knelt	knelt
know	knew	known
lay	laid	laid
lead	led	led
leave	left	left
lend	lent	lent
let	let	let
lie	lay	lain
light	lit or lighted	lit or lighted
lose	lost	lost
make	made	made
mean	meant	meant
meet	met	met
mow	mowed	mowed or mown
pay	paid	paid
put	put	put
quit	quitted or quit	quitted or quit
read	read	read
rid	rid	rid
ride	rode	ridden
ring	rang	rung
rise	rose	risen
run	ran	run
say	said	said
see	saw	seen
seek	sought	sought
sell	sold	sold
send	sent	sent

Present.	Past.	Past Participle.
set	set	set
shake	shook	shaken
shed	shed	shed
shine	shone	shone
shoe	shod	shod
shoot	shot	shot
show	showed	shown
shut	shut	shut
shrink	shrank or shrunk	shrunk or shrunken
sing	sang or sung	sung
sink	sank or sunk	sunk
sit	sat	sat
slay	slew	slain
sleep	slept	slept
slide	slid	slidden or slid
sling	slung	slung
slink	slunk	slunk
smite	smote	smitten or smit
sow	sowed	sown
speak	spoke	spoken
spend	spent	spent
spin	spun	spun
spit	spit	spit
split	split	split
spread	spread	spread
spring	sprang	sprung
stand	stood	stood
steal	stole	stolen
stick	stuck	stuck
sting	stung	stung
stride	strode	stridden or strid
strike	struck	struck or stricken
string	strung	strung
strive	strove	striven
sweep	swept	swept

Present.	Past.	Past Participle.
swear	swore	sworn
swell	swelled	swelled or swollen
swim	swam	swum
swing	swung	swung
take	took	taken
teach	taught	taught
tear	tore	torn
tell	told	told
think	thought	thought
throw	threw	thrown
thrust	thrust	thrust
tread	trod	trodden or trod
wear	wore	worn
weave	wove	woven
weep	wept	wept
wet	wet or wetted	wet or wetted
win	won	won
wind	wound	wound
work	worked or wrought	worked or wrought
wring	wrung	wrung
write	wrote	written

The Use of Verbs.

EXERCISE 7.

Change these sentences so that they will refer to past time.

1. What becomes of all the old papers you have here?
2. He does his work or leaves it, just as he chooses.
3. He deals with several New York firms who give him greater discounts.
4. We never draw upon our customers without giving them notice.
5. He drives very fast and always gets home on time.
6. The birds fly away when they hear the report of the gun.

7. It makes me feel sorry when I see such things done.
8. He forsakes his friends and forgets their kindness to him.
9. While they sleep, the river rises and overflows its banks.
10. We sometimes keep them waiting when they arrive too soon.
11. I shall always seek to please my customers as well as I know how.
12. He will write the letter for you if you ask him.
13. We shall be at home all the evening unless he sends for us.
14. We will send the goods if we can get them in time.
15. I will begin the work after he has gone.

Rule 1. A verb agrees with its subject in person and number.

EXERCISE 8.

Copy the following sentences, correcting errors.

1. A shipment of fine grapes have arrived and are to be sold to-day.
2. According to the terms of the will, the homestead, together with all the household furniture, are to be hers.
3. Not one of them ever stop to think of this.
4. Neither of us have given the correct answer.
5. Every effort to interest him in mining enterprises have proved failures.
6. Every one of you need to think for themselves.
7. Each of these dwellings are in good locations.
8. A committee were appointed to examine the accounts.
9. You was very kind to him, he said.
10. Anger and impatience is always unreasonable.
11. What does all my exertions avail?

12. The present condition of the crops indicate that there will be a light harvest.
13. A variety of pleasing objects charm the eye.
14. There was no memoranda kept of the sales.
15. Idleness and ignorance brings sorrow.

EXERCISE 9.

Copy the following sentences, correcting errors.

1. What have become of our friends?
2. What signifies fair words without good deeds?
3. Six months' interest are due.
4. Every book and every paper were found in their place.
5. Her kind and amiable disposition endear her to all.
6. Neither of the patients are much better.
7. There was no data given.
8. The derivation of these words are uncertain.
9. The trend of the Rocky mountains are toward the south.
10. Have a sufficient quantity of oats been given to the horse?
11. Between grammar and logic there exists many close relations.
12. The number of inhabitants amount to a million.
13. A strong argument and not a loud voice bring conviction.
14. The train of our ideas are often interrupted.
15. The product of the silver mines of Mexico and Peru far exceed those of Europe and Asia.

Rule 2. Two or more singular subjects connected by *and* require a verb in the plural.

Rule 3. Two or more singular subjects connected by *or* or *nor* require a verb in the singular.

Rule 4. Several singular subjects preceded by *each*, *every*, *no* or *not* are to be taken separately and require a verb in the singular.

Rule 5. A verb having two or more subjects of different numbers connected by *or* or *nor* agrees with the one nearest to it and is understood with the rest.

Rule 6. A collective noun takes a verb in the singular when the idea of unity is prominent, that is, when it is spoken of as a *group*.

Rule 7. A collective noun takes a verb in the plural when the assertion relates to the *individual* actions of the separate members of the group.

EXERCISE 10.

Copy the following sentences, correcting errors.

1. The time and the place for the conference was agreed upon.
2. Promptness and accuracy is necessary in business.
3. Prosperity and adversity is sent to us for wise purposes.
4. Industry, energy and good sense is essential to success.
5. Time and tide waits for no man.
6. Fidelity and truth is the foundation of all justice.
7. A word or an epithet paint a whole scene.
8. Neither the secretary nor the president were to be blamed.
9. One or the other have made a mistake.
10. Neither good nor evil come of themselves.
11. Either you or I are in the way.
12. Either the young man or his guardian have acted improperly.
13. Every green leaf and every blade of grass seem grateful.

14. Every city, town and village were depopulated.
15. Every book and every paper were found in their place.
16. One or more of the boys is in the garden.
17. The club meet on Friday.
18. Congress have adjourned.
19. The assembly thus convened were numerous.
20. The trial is over and the jury have rendered a verdict of guilty.

EXERCISE 11.

Copy the following sentences, correcting errors.

(In this exercise observe carefully the relations of tenses, and the proper forms of irregular verbs.)

1. He has not spoke to-day.
2. I meant to have written to you last Friday.
3. Those boys were drove out of the fort three times.
4. If I were in his position I would not have gone.
5. The past has now began to renew its ancient existence.
6. Did you expect to have heard so powerful a speech?
7. He was throwed overboard, but he swum ashore.
8. We have done no more than it was our duty to have done.
9. We did as we are told.
10. After the teacher had rang the bell the class sung a brief song.
11. Can you learn me how this garment ought to be sown?
12. They may have come yesterday if they had desired.
13. He flew with his family to America.
14. I will pay him what I have promised him when the contract was made.
15. He says to me yesterday that he knowed the horse was all right, as he had gotten him shod the day before.

Shall and Will.

Richard Grant White explains the use of *will* and *shall* as follows:

Will in the first person expresses a wish and an intention, or a promise; as, "I will go," that is, I mean to go, or I promise to go. *Will* is never to be used as a question with the first person; as, "Will I go?" A man cannot ask if he wills to do anything. That he must know and only he knows.

Will in the second person declares or foretells; as, "You will go with him." Hence it is used with courteous authority as a command, because it foretells something that must happen. A superior officer says to a subordinate, "You will report yourself," etc. As a question, *will* in the second person asks the intention of the person addressed; as, "*Will* you go to-morrow?" that is, Do you mean to go to-morrow?

Will in the third person also declares or foretells; as, "He will come," that is, He is coming, and may be looked for. As a question, *will* in the third person asks what is to be the future action of the person spoken of, with a necessary reference to intention; as, "Will he go?" that is, Is he going? Does he mean to go, and is his going sure? In the third person, *will* has of course no mandatory force.

Shall in the first person simply declares or foretells, without any reference to wish; but when it announces personal action, it of course may accompany intention; as, "I shall go," that is, I am going, I am to depart hence. Used as a question in the first person, it is a simple inquiry as to the future; as, "Shall I find him?" that is, May I expect to find him? or it asks direction; as, "Shall I go?" that is, Decide for me as to my going.

Shall in the second person and in the third declares authoritatively, and therefore promises, commands, or threatens; as, "You shall be paid," "Thou shalt not steal," "They shall suffer,"—which need no paraphrase.

Would and *should* conform to the usage of *will* and *shall*, *would* referring to an exercise of will, and *should* implying contingent, dependent action, or obligation.

Lie and Lay, Rise and Raise, Sit and Set.

The verbs lie and lay, sit and set, rise and raise are often confounded. We *lie* down, *sit* on a chair, and *rise* from our seat. We *lay* down the pencil, *set* the pitcher down, and *raise* the window.

Intransitive.	Transitive.
lie, lay, lain	lay, laid, laid
rise, rose, risen	raise, raised, raised
sit, sat, sat	set, set, set

EXERCISE 12.

Copy the following sentences, correcting errors.

1. I will freeze if I do not move about.
2. You shall feel better soon, I think.
3. You will have it if I can get it for you.
4. He will have it if he shall take the trouble to ask for it.
5. He will not do it if I can prevent him.
6. "I will drown, nobody shall help me!"
7. You shall disappoint your father if you do not return.
8. I do not think I will like the change.
9. If he would not lend you the book, shall you be angry with him?
10. When will we three meet again?
11. This we will have occasion to see illustrated hereafter.
12. She would be punished for her misdeeds.
13. Shall you go, if I would go with you?

14. We were all setting round the fire.
15. He sat the chair in the corner.
16. I have set in this position a long time.
17. Lie that stick on the table and let it lay.
18. He said the money had laid idle a long time when it should have been at interest.
19. After laying a while, he raised up.
20. He laid down to take a nap, but rose again after he had laid there a few minutes.

ADVERBS.

Definition. An *adverb* is a word used to modify a verb, an adjective or another adverb.

Classes. There are four general classes of adverbs; namely, adverbs of *time*, of *place*, of *degree*, and of *manner*.

1. Adverbs of ***time*** are those which answer (or ask) the question *When?*

Of time present.

to-day	at present	now	immediately
yet	at once	presently	instantly

Of time past.

yesterday	hitherto	lately	ago	already
recently	of late	heretofore	formerly	since

Of future time.

to-morrow	henceforth	by-and-by	soon	hereafter

Of relative time.

then	when	late	before
before	while	after	early

Of time repeated.

again	daily	yearly	thrice
frequently	weekly	once	often
seldom	monthly	twice	rarely
	occasionally	sometimes	

Of absolute time.

always	eternally	perpetually
continually	ever	never

Of the order of time.

first secondly thirdly fourthly, etc.

2. Adverbs of ***place*** are those which answer (or ask) the question *Where?*

Of place in which.

where	anywhere	everywhere	yonder
here	elsewhere	whereabouts	about
there	nowhere	above	around
somewhere	wherever	below	within

Of place from which.

out away whence thence hence

Of place to which.

in	up	down	back	forth
inwards	upwards	downwards	backwards	forwards

whither hither thither

Of the order of place.

firstly secondly thirdly

3. Adverbs of ***degree*** are those which answer the question *How much* or *How little?*

Of abundance and excess.

much	besides	chiefly	fully
greatly	all	mainly	exceedingly
too	quite	generally	completely
very	clear	entirely	perfectly
far	principally	full	totally

wholly altogether

Of deficiency.

little	hardly	merely	nearly
scarcely	barely	only	almost

but partly partially

Of equality.

enough sufficiently equally so as even

Of quantity.

somewhat how however howsoever everso

4. Adverbs of ***manner*** are those which answer the question *How?* Also, those which show how a subject is regarded—by affirming, denying, or doubting.

Of quality.

well ill speedily shamefully justly foolishly (and very many others, derived from adjectives of quality by adding *ly*.)

Of affirmation.

yes	indeed	truly	verily
yea	surely	certainly	doubtless
		undoubtedly	

Of negation.

no	nay	not	nowise

Of doubt.

perhaps	possibly	perchance	maybe

Of mode.

thus	however	otherwise	necessarily
so	howsoever	across	asunder
how	like	together	namely
somehow	else	apart	particularly

Of cause.

why wherefore therefore

Modifications.

Adverbs have no modifications, except that a few are compared after the manner of adjectives:

Positive.	Comparative.	Superlative.
often	oftener	oftenest
soon	sooner	soonest
long	longer	longest

The following are irregularly compared:

Positive.	Comparative.	Superlative.
well	better	best
ill or badly	worse	worst
little	less	least
much	more	most
forth	further	furthest
far	farther	farthest

The Use of Adverbs.

Rule 1. Adverbs must not be used for adjectives, nor adjectives for adverbs.

EXERCISE 13.

Copy the following sentences, correcting errors.

1. The marble feels coldly.
2. The poor child still coughs considerable.
3. She looks nicely.
4. I never saw it rain so heavy before.
5. It was sold cheaply.
6. He behaved very bad.
7. It appears still more plainly.
8. The bird sings sweet.
9. That sounds harshly.
10. He spoke the piece clear and distinct.
11. This exercise is very easily done.
12. A very smart child may learn more rapid than is desirable.
13. The apple tastes sweetly.
14. John writes pretty.
15. The velvet feels smoothly.

EXERCISE 14.

Copy the following sentences, correcting errors.

1. She is exceeding fair.
2. She behaved unkinder than I expected.
3. These flowers smell very sweetly and look beautifully.

4. He is a man of remarkable clear intellect.
5. His arguments were exceeding clear.
6. I may have injured his feelings, but if so I did it unintentional.
7. He does his work correct and rapid.
8. She can do that easy.
9. The horse was hurt very bad.
10. They dispose of a vast bulk of business in that establishment every day, and everything is done quiet and rapid.
11. These electric lamps do light the room up brilliant, but the glare is much annoying to the eyes.
12. Be careful of that package, and handle it gentle, for it contains glass.
13. We scarce knew what to do, he went away so sudden and without leaving us any instruction.
14. He has not had great experience, and he acts very foolish sometimes.
15. Many persons would act more wise then they do, if they were not so hasty.

Rule 2. Place adverbs where there can be no doubt as to what they are intended to modify, and where they will sound best.

Rule 3. Never use two negatives in the same expression unless you wish to affirm, for one contradicts the other.

EXERCISE 15.

Copy the following sentences, correcting errors.

1. We always should prefer our duty to our pleasure.
2. They seemed to be nearly dressed alike.
3. I have not had no dinner.
4. The heavenly bodies are in motion perpetually.
5. The colon may be properly applied in the following cases.

6. I will not take that course by no means.
7. I only bring forward a few questions.
8. We merely speak of numbers.
9. I didn't say nothing.
10. The Chinese chiefly live upon rice.
11. We always should do our duty.
12. No other emperor was so wise nor powerful.
13. The times have changed surely.
14. The work will be never finished.
15. I shall never do so no more.
16. He must have certainly been sick.
17. He will not be present this evening, I don't believe.
18. I only spoke three words on that subject.
19. I cannot give you no more money.
20. He didn't know hardly whether to get mad or not.

PREPOSITIONS.

Definition. A *preposition* is a word used to show the relation of its object to some other word.

The prepositions in most common use are the following:

about	beneath	of	to
above	besides	notwithstanding	till
across	between	off	toward
after	beyond	on	towards
against	by	out	under
along	concerning	over	until
amid	down	past	unto
among	during	regarding	up
around	except	respecting	upon
at	for	round	with
before	from	since	within
behind	in	through	without
below	into	throughout	

List of Words followed by Appropriate Prepositions.

Abandoned *to*
abatement *of*
abhorrent *to, from*
abhorrence *of*
abide *in, at, with, by*
abominable *to*
abound *in, with*
abridge *from*
abridgment *of*
absent *from*
abstain *from*
abut *on, upon*
accede *to*
acceptable *to*
access *to*
accommodate *to,* (what we cannot help), *with* (what is desired)
accord *with*
accordance *with*
accountable *to* (a person), *for* (a thing)
accuse *of*
acquaint *with*
acquiesce *in*
acquit *of*
adapted *to*
add *to*
addicted *to* (a vice)
address *to*
adhere *to*
adjacent *to*
adjourn *to*
adjudge *to*
adjust *to*
admonish *of*
admission *to* (access), *into* (entrance)
advantage *over* (an adversary), *of* (benefits)
advise *of, to*
advocate *for*
affection *for*
affinity *to, with, between*
agree *with* (a person), *to* (what is proposed), *upon* (something determined)
agreeable *to*
alienate *from*
allude *to*
alter *to*
alteration *in*
amenable *to*
analogous *to*

analogy *to, between*
angry *with* (a person), *at* (a thing)
annex *to*
animadvert *on, upon*
answer *for, to*
antecedent *to*
antipathy *to*
anxious *about, for*
apologize *for*
appeal *to*
apply, applicable *to*
apprehensive *of*
appropriate *to*
approve *of*
argue *with, against*
array *with, in*
arrive *at*
ask *of* (a person), *for* (what is wanted)
aspire *to*
assent *to*
assimilate *to*
associate *with*
assure *of*
atone *for*
attach *to*
attain *to*
attend, attentive *to*
averse, aversion *to, from*

Banish *from* (one place), *to* (another)
bare *of*
based *on, upon*
beguile *of, with* (the means)
believe, belief *in, on*
bereave *of*
bestow *on, upon*
betray *to* (a person), *into* (a thing)
blame *for*
blush *at*
boast, brag *of*
border *on, upon*

Call *on, upon,* or *for* (a person), *at* (a house), *for* (something)
capable *of*
capacity *for*
careless, careful *of, in, about*
carp *at*
catch *at*
caution *against*
certify *to*
change *for, to, into*
charge *on* or *against* (a person), *with* (a thing)
clear *of*
coalesce *with*

coincide ***with***
commune ***with***
commute (a punishment) ***to, for***
commit ***to***
communication ***to, with***
compare ***to*** (to liken unto), ***with*** (to view in connection with)
compelled ***to***
comply, compliance ***with***
composed ***of***
concede ***to***
conceive ***of***
concur ***with*** (a person), ***in*** (a measure), ***to*** (an effect)
condemned ***for*** (a crime), ***to*** (a punishment)
condescend ***to***
conduce ***to***
confer ***on, upon, with***
confide ***in***
confirmed ***in*** (a habit)
conform, conformable ***to, with***
congenial ***to, with***
congratulate ***on, upon***
consecrate ***to***
consist ***of*** (composed of), ***in*** (comprised in), ***with*** (to agree)
consent ***to***
consign ***to***
consonant ***with***
consistent ***with***
contend ***with, against***
contest ***with***
contiguous ***to***
contrast ***with***
contrary ***to***
contradistinction ***to***
conversant ***with*** (persons), ***in*** (things)—(*about* and *among* are inelegant)
convert ***to, into***
convict ***of***
convince ***of***
copy ***after*** (actions), ***from*** (things)
correspond ***with*** (consistent), ***to*** (fulfilling)
correspondence ***with, to***
cured ***of***

Deal ***in, by, with***
debar ***from, of***
decide ***on, upon***
defend (others) ***from,*** (ourselves) ***against***
deficient ***in***
defraud ***of***
demand ***of***

denounce *against* (a person)
depend, dependent *on, upon*
deprive *of*
derived *from*
derogate *from*
derogatory *to*
derogation *from, to*
descend *from*
desirous *of*
desist *from*
despair *of*
despoil *of*
destined *to*
destitute *of*
detach *from*
detract *from*
deviate *from*
devolve *on, upon*
devote *to*
dictate *to*
die *of* (a disease), *by* (an instrument or by violence), *for* (another)
differ *with* (a person), *in* (opinion)
differ, different *from*
difficulty *in*
diminish *from*
diminution *of*
disagreeable *to*
disagree *with, to* (something proposed)
disabled *from*
disgusted *at*
disappointed *of* (what I failed to get), *in* (something obtained)
disapprove *of*
discourage *from*
discouragement *to*
disengaged *from*
disgusted *at, with*
dislike *to*
dismission *from*
disparagement *to*
dispose *of*
disposed *to* (inclined), *for*
dispossess *of*
disqualify *for, from*
dispute *with*
dissatisfied *with*
dissent *from*
distinct, in distinction *from*
distinguish *from, between*
distrustful *of*
divested *of*
divide *between* (two), *among* (more than two)
dote *on*
doubt *of, about*
dwell *in, at, on*

Eager *in, for, after*
embark *in, for*
embellish *with*
emerge *from*
employ *in, on, upon, about*
enamored *of, with*
encounter *with*
encouragement *to*
encroach *on, upon*
endeared *to*
endeavor *after* (a thing)
endowed, endued *with*
engaged *in* (work), *with, for* (a time)
enjoin *on, upon*
enter, entrance *on, upon into*
envious *of, at*
equal *to, with*
equivalent *to*
estimated *at*
estrange *from*
exception *from, to, against*
exclude, exclusion *from*
exclusive *of*
expelled *from*
expert *in, at*
extracted *from*
expressive *of*

Fall *under* (notice, disgrace, etc.,) *from, into, upon, to* (what is done eagerly)
familiar *to* (me), (I am familiar) *with*
fawn *on, upon*
feed *on, upon*
fight *with, against, for*
filled *with*
followed *by*
fond *of,* fondness *for*
foreign *from, to*
formed *from* (another word)
founded *upon, on, in*
free *from*
friendly *to, towards*
frightened *at*
frown *at, upon*
fruitful *in*
full *of*

Glad *of, at*—(applied sometimes to what concerns another)
glance *at, upon*
glow *with*
grapple *with*
grateful *to* (a person), *for* (a favor)

grieve *at, for*
guard *against*

Hanker *after*
happen *to, on*
healed *of*
hinder *from*
hiss *at*
hold *on, of, in*

Immersed *in,*
impatient *at, for, of*
impenetrable *to, by*
impervious *to*
impose *on, upon*
inaccessible *to*
incorporate *with, into*
inconsistent *with*
incentive *to*
inculcate *on, upon*
independent *of*
indulge *with* (occasionally), *in* (habitually)
indulgent *to*
influence *over, on, with*
inform *of, about, concerning*
initiate *into, in*
inoculate *with*
inquire *of, after, for, into*
inroad *into*
insensible *to, of*
inseparable *from*
insinuate *into*
insist *on, upon*
inspection *into,* (prying) *over* (superintendence)
instruct *in*
intent *on, upon*
interfere, intermeddle *with*
intermediate *between*
intervene *between*
introduce *into* (a place), *to* (a person),
intrude *on, upon, into* (something enclosed)
inured *to*
invested *with, in*

Jealous *of*
join *with, to*

Knock *at, on*
known, unknown *to*

Laden *with*
land *at*
lean *on, upon, against*
level *with*
liberal *to, of*
liken *to*

listen *to*
live *in, on, at, with, upon*
long *for, after*
look *on* (in order to see), *for* (in order to find), *after* (to follow with the eye)

Made *of*
marry *to*
meddle *with*
mediate *between*
meditate *on, upon*
martyr *for, to*
militate *against*
mingle *with*
minister *to*
mistrustful *of*
mix *with*

Necessary *to, for*
need *of*
neglectful *of*
negotiate *with*

Obedient *to*
object *to, against*
observant, observation *of*
obtrude *on, upon*
offend *against*
occasion *of* (an event) *for* (an action)
offensive *to*
omitted *from*
operate *on, upon*
opposition *to*
overwhelmed *with, by*

Part *from, with*
partake *of*
participate *in*
partial *to*
partiality *to, for*
patient *in, with, of*
pay *for, to, with*
peculiar *to*
penetrate *into*
persevere *in*
pertinent *to*
pitch *upon, on*
pleasant *to*
pleased *with*
plunge *into*
possessed *of*
prefer *to, over, before, above*
preferable *to*
prefix *to*
prejudice *against*
prejudicial *to*
preserve *from*

preside *over*
press *on, upon*
presume *on, upon*
present (things) *to* (a person)
pretend *to*
prevail *on, upon, with* (to persuade), *over* or *against* (to overcome)
prevent *from*
prey *on, upon*
prior *to*
productive *of*
profit *by*
profitable *to*
prone *to*
pronounce *against* (a person), *on* (a thing)
protect (others) *from*, (ourselves) *against*
protest *against*
proud *of*
provide *with, for, against*
purge *of, from*
pursuant *to*
pursuance *of*

Quarrel *with*
quarter *on, upon, among*
questioned *on, upon, by*

Reckon *on, upon, with*
recline *on, upon*
reconcile *to* (friendship), *with* (consistency)
recover *from*
reduce *to, under* (subjection)
reflect *on, upon*
refrain *from*
regard, to have regard *for*, to pay regard *to*, *in* or *with* regard *to*
release, relieve *from*
rejoice *at, in*
relation *to*
relish *of, for*
rely *on, upon*
remark *on, upon*
remit *to*
remove *from*
repent *of*
replete *with*
reproached *for*
resemblance *to, between*
resolve *on, upon*
rest *in, at, on, upon*
respect *to, in* or *with* respect *to*
restore *to*
restrain *from*
retire *from*

return *to*
rise *above*
rich, poor *in*
rid *of*
rob *of*
rove *about, over*
rub *against*
rule *over*

Satiate, saturate *with*
satisfied *with*
save *from*
seek *for, after*
share *in, of, with* (another)
send *to, for*
sick *of*
significant *of*
similar *to*
sink *into, in, beneath*
sit *upon, on, in*
skillful *in* (before a noun), *at* (before a participle)
smile *at, on, upon*
snap, snatch, sneer *at*
solicitude *about, for*
sorry *for*
stay *in, at, with*
stick *to, by*
strip *of*
strive *with, against*
subject *to*
submit, submissive *to*
subside *into*
substitute *for*
subtract *from*
suitable *to, for*
surprised *at*
suspected *of, by*
swerve *from*
sympathize *with*

Taste *of* (something enjoyed), taste (desire or capacity) *for*
tax *with* (something done), *for* (something in view)
tend *to, towards*
thankful *for, about*
time *to*
touch *at, on, upon*
transmit *to*
troublesome *to*
true *to*
trust *in, to*

Unite *with*, unite (something) *to*
unison *with*
useful *for, to*

Variation *in* (a plan)
value *upon, on*
vest *in* (a person), *with*, *in* (a thing)
void *of*

Wait *on, upon, for, at*
want *of*
weary *of*
weep *at, for*
witness *of*
worthy, unworthy *of*

Yearn *for, towards*
yield *to*
yoke *with, to*

The Use of Prepositions.

Rule 1. Care should be taken to select the right prepositions.

EXERCISE 16.

Copy the following sentences, correcting errors.

1. I am engaged with my work.
2. I left my book to home.
3. Come in the house.
4. They insist on it that you are wrong.
5. My friend has a strong prejudice to the candidate.
6. With what are you so intent?
7. With what are you so absorbed?
8. We should profit from the experience of others.
9. This book is different to that.
10. He lives at New York.
11. He divided his fortune to his four sons.
12. He put a barrel of flour in his wagon.
13. I was followed with a crowd.
14. I have need for a vacation.
15. He was accused with felony.
16. She was angry at her brother.
17. He boards in the hotel.
18. He was hard to work.
19. I agree with that plan.
20. The evening was spent by reading.

Rule 2. Phrases should be placed as near as possible to the words which they modify.

Rule 3. Do not use prepositions needlessly or omit them when they are needed.

EXERCISE 17.

Copy the following sentences, correcting errors.

1. A man was killed with black hair.
2. I saw a boy digging a well with a wooden leg.
3. The house was beautifully painted with a cupola.
4. A house was built by a carpenter with projecting eaves.
5. A fine view is presented from the fourth story of the Delaware river.
6. A man was walking down the street, followed by a little dog, sporting a green necktie and patent leather boots.
7. I went at about noon.
8. Where have you been to?
9. At what wharf does the boat stop at?
10. It was the length of your finger.
11. I was prevented going.
12. Where are you going to?
13. They live near to the station.
14. What use is it?
15. Where at is my hat at?

CONJUNCTIONS.

Definition. A *conjunction* is a word used to connect words, phrases, or clauses.

The principal conjunctions are the following:

and	either	neither	then
although	even	nor	that
as	except	notwithstanding	than
because	for	or	though
both	if	since	unless
but	lest	so	whether
		yet	

The Use of Conjunctions.

Rule 1. Care should be taken to employ a conjunction fitted to express the connection intended.

Rule 2. In a pair of correlative conjunctions, the antecedent and the consequent should correspond.

Though requires *yet.* *Whether* requires *or.*
Either requires *or.* *Neither* requires *nor.*
Both requires *and.* *As* requires *as.*
So requires *as* or *that.*

EXERCISE 18.

Copy the following sentences, correcting errors.

1. As far as I am able to judge, the book is well written
2. It is no more but his due.
3. No one gave his opinion as modestly as he.
4. It is neither cold or hot.
5. I do not doubt but he has merit.
6. Neither despise the poor or envy the rich.
7. Though he slay me, so will I trust him.
8. We explained something more besides this.
9. He was as angry as he could not speak.
10. I cannot understand how the horse got away, without somebody untied him.
11. He or I must go.
12. This report is the same with that which I heard.
13. Neither he or she can attend.
14. The reason that he left so early was so as that he could catch his train.
15. The man could neither read or write.

INTERJECTIONS.

Definition. An *interjection* is a word used to express sudden emotion, excitement, or feeling.

The principal interjections are the following:

1. *Exultation*, Hurrah!
2. *Satisfaction*, Ah!
3. *Sorrow*, Alas! Oh!
4. *Pain*, Oh! Ouch!
5. *Earnestness*, O!
6. *Surprise*, Ha! Strange! Really! What!
7. *Contempt*, Pshaw! Poh!
8. *Aversion*, Fie! Off! Begone!
9. *Calling aloud*, Ho! Hallo!
10. *Salutation*, Hail! Welcome!
11. *Calling attention*, See! Look! Hark! Lo! Behold!
12. *Warning to silence*, Hush! Hist!
13. *Stopping*, Whoa! Halt!
14. *Incredulity*, Ahem!

Very many other words and phrases, when abruptly uttered to express emotion, become interjections, and the exclamation point is placed after them to indicate their nature.

Miscellaneous Exercises.

EXERCISE 19.

Correct the errors in the following sentences.

1. This exercise is very easily done.
2. How many square feet is there in a room 20 feet long by 16 feet wide?
3. The marble feels coldly.
4. The goods were sold cheaply.
5. Did you see the man and dog which passed this way?
6. I think I will return home next week.

7. Who are you looking for?
8. I expected to have been at home when you called.
9. It was him and me that was chosen to go.
10. He not only had ought but must succeed.
11. I never seen it rain so heavy before.
12. He might come even now.
13. He had ought to be punished for that he has done, but I don't doubt but what he will get off.
14. Who did you say you met with this a. m.?
15. Who should I meet the other day but he.
16. My father allowed my brother and I to go with him.
17. I do not know who to send.
18. Let's you and I go to see the game.
19. Velvet feels smoothly.
20. I haven't had no dinner already.

EXERCISE 20.

Correct the errors in the following sentences.

1. The ebb and flow of the tides were explained by Newton.
2. He not only ought but must succeed.
3. We do not care about you praising we poor fellows.
4. He has little more of the scholar than of the name.
5. He dare not act otherwise than he does.
6. I shall take care that no one shall suffer no injury.
7. The ant and the bee sets a good example before dronish boys.
8. I understood him the best of all others who spoke on the subject.
9. The two are here compared with one another.
10. They told me of him having failed.
11. He has already and will continue to receive many honors.
12. He would not be persuaded but I was greatly in fault.
13. A talent of this kind would prove the likeliest of any other to succeed.

14. That is either a man or a woman's voice.
15. Flatterers flatter as long and no longer than they have expectations of gain.
16. Nobody is so sanguine to hope for it.
17. He would not go without his brother could be his comrade.
18. We did no more but what we ought to.
19. He showed me two kinds, but I did not buy any of them.
20. Sincerity is as valuable and even more so than knowledge.

EXERCISE 21.

Correct the errors in the following sentences.

1. He was not hurt any.
2. These goods are no wheres near what they are cracked up to be.
3. I intended to have finished the work before you came.
4. I will freeze if it grows a good deal colder.
5. He will not escape if I can prevent him.
6. I am determined that he will not have the book.
7. You shall be late if you will not hurry.
8. I will be obliged to you if you would attend to it.
9. I expect it must have rained pretty heavy last night, for the creek has overflown.
10. That is a question easier asked than answered.
11. He was that tired he had to give up.
12. The goods arrived in New York upon Saturday, but from mistake they were delivered to the wrong place.
13. Gold is both obtained in California and Australia.
14. No one could inform us if he had been there or not.
15. I am surprised how you could have done it.
16. These sorts of mistakes is very often made.

17. Not less than twenty-five books upon this subject has been published in the past year.
18. A red and a white flag was the only one they seen.
19. The first and second volume is the most interesting.
20. These two books are both alike.

EXERCISE 22.

Correct the errors in the following sentences.

1. James and me were invited to dinner.
2. They invited James and I to dinner.
3. Mr. Jones directed Henry and I to remain in the office.
4. Us fellows are going on an excursion.
5. His father and him have gone in business together.
6. Who did you see at the office?
7. The balance of the party went on without my brother and I.
8. Them and us got here at the same time.
9. It was him as sent for you.
10. It wasn't me, it was him.
11. These sort of expressions should be avoided.
12. Which of these two papers are yours
13. Was you here last week?
14. Apples is very scarce this year.
15. There was hardly any people to the station.
16. What's them there ropes for?
17. No two of them was alike.
18. If he had went down there alone, I guess he should of had better success.
19. It had laid on me desk for too or three days, but I have not spoke to anybody about it.
20. He must of run all the way, to have arrove there so quick.

EXERCISE 23.

Correct the errors in the following sentences.

1. Never discourage anyone when they are doing the best they can.
2. Listen how them boys swear.
3. I seen him at the station, but I'm most sure he couldn't have saw me.
4. I have often saw that 'ere man, but I hain't quite sure when I seed him last.
5. I will have that seed to to onct.
6. I could have saw him if I'd 'a' gone too his house, but I didn't have no time.
7. I haven't got no doubt of the writer being a scholar.
8. I don't doubt him being sincere.
9. We hauled five cord of wood and four ton of hay in nine hour.
10. Him and me are the same age.
11. It wasn't us what made the noise.
12. There is the same man who we saw awhile a go.
13. He joined a crowd who was going down the street.
14. I hadn't no idea but what he told the truth.
15. Directly she comes, I'm going to go.
16. Read slow and distinct.
17. These kind of people won't never be satisfied.
18. The room is fifteen foot square; I measured it with a two-feet rule.
19. The farmer changed five barrel of potatoes for fifty pound of sugar.
20. Remove this ashes and put away that tongs.

EXERCISE 24.

Correct errors and improve the following sentences.

1. "James, jest see that these covers is well shook to git the dust off'n 'em 'fore you put 'em 'way agin."
2. "You hadn't ought 've gave him them cards after I'd spoke fur 'em fust."

3. He drawed a draft on his banker and hand it to me.
4. He done it right after he come in to-day noon.
5. They got in a terrible discussion in politics just after they had rose from the table.
6. Having rose quite soon that morning, he begun his work early after 5 o'clock A. M.
7. I admire the looks of that rose; it looks finely.
8. Neither he or I are mistaken.
9. We hain't got no occasion for his services.
10. If you was more carefuller you should have less errors into your work.
11. Mostly all people use fuel.
12. The coral islands are most abundantly in the tropical Pacific ocean.
13. He was a man which no one could convince.
14. My friends eldest son is now stopping at his fathers aunts house.
15. He attended his employers sisters funeral.
16. Charless brothers wife accompanied him to the theatre.
17. Between you and I, I seen him when he done it.
18. Who did he refer to, he or I?
19. Did he choose you and I?
20. I supposed it was him.

EXERCISE 25.

Correct errors and improve the following sentences.

1. I can't hardly believe that he done it.
2. That child will not lay still or set still a minute.
3. He expected to have gained more by the bargain.
4. Goods of these kind would prove the likeliest of any others to sell well.
5. Such expression sounds harshly.
6. It being difficult did not deter him.
7. Whom did you say it was?
8. Ask somebody's else opinion.
9. Every one must look out for themselves.

10. He has less papers to read then us.
11. What for will I give it to him?
12. I ain't very fond of these kind of pictures.
13. Those sort of accidents are getting to be more universal every year.
14. Have either of you a knife to lend me?
15. Will I direct the letter for you?
16. There was not more than a dozen present.
17. Each of them offered their assistance.
18. Many of our earliest settlers was bankrupt tradesman.
19. The prisoner plead innocent from his crime.
20. He has wrote us that he agrees with our proposition.

EXERCISE 26.

Correct errors and improve the following sentences.

(The sentences in this exercise and the two following were actually written by students. Be careful to express the same thought, but in correct language.)

1. I am positive about it.
2. He did dodge the missile threw at him.
3. Switzerland has many picturesque scenery.
4. Sulphur is a part which forms friction matches.
5. The extract of vanilla was the flavor of the ice cream.
6. The girl was very busy doing her work.
7. Have you been to the party last evening?
8. The clerk was busy counting in the books.
9. The ballot was closed.
10. Banana's grows in the West Indies mostly.
11. They commit the burglary at 2 o'clock A. M. in the morning.
12. The firemen use a ladder in a fire.
13. Men when they wash wagons or a carriage they use a sponge.
14. Was you up to the mountains this summer?
15. The sounds of the melodeon was very sweet.
16. The lettuce was bitter on account of it not being picked before it had went to seed.

17. Radishes is a vegetable easily growed.
18. Some of the trees of California are giant in size.
19. They enumerated the loss sustained by the firm by fire.
20. Alcohol has a very stimulus power.

EXERCISE 27.

Correct errors and improve the following sentences.

1. Could you tell me what o'clock you are going to-morrow.
2. Smith and Jones went partners for to sell hardware.
3. There is an exception to all rules.
4. The girl had to efface several times before she got her drawing correctly.
5. He did not reached his destination till the eight of the month.
6. I cant never get the right answers to them sums.
7. I expect to see Julius Cæsar to the Academy Wednesday eve.
8. Parse the same clause over again.
9. Are you home already?
10. He was down the cellar.
11. It is a large distance between New York and California.
12. They where together alway's.
13. This ink is no good.
14. We must exercise our writing a great deal if we want to become a good penman.
15. The rigging of the ship was hoisted when the wind was in its favor.
16. He signed his signature on the agreement.
17. He let on to be an expert, but he was not much account.
18. He had a telegraph sent to him.
19. The ceiling was fresco beautiful.
20. How far a distance one can travel by rail in a day!

EXERCISE 28.

Correct errors and improve the following sentences.

1. One item was forgot to be put in the bill.
2. John has got a real good appetite.
3. They rendered the verdict guilty.
4. Some battles they are more soldiers wounded than others.
5. The room was decorated lovely.
6. The carpenter has completed the work yesterday, and it is all entirely done.
7. He learnt me how to do these kind of sums.
8. It has been shook so much that it is most wore out.
9. It is astonishing what a mass of work he accomplishes in a day.
10. We conversed together about the matter until he returned back to his office.
11. No one else but him could have done the work so well.
12. He had an aversion of studying.
13. He has got a silken handkerchief.
14. The general was killed while having his back turned.
15. The horses drink from the trough or either the bucket when thirsty.
16. I heard some fine music at a friend of mine the other evening.
17. Oak is used in furniture and etc.
18. Her mother was forbidding her not to be rude.
19. Ninth and Green is a railway depot.
20. Peaches are plenty this year.

MISSING WORD EXERCISES.

PRACTICAL ANALYSIS.

EXERCISE 29.

Copy the following, supplying a ***noun*** *(**one** word) for each blank.*

A cultivated——will find sources of inexhaustible——in all that surrounds it; in the——of nature, the——of art, the——of poetry, the——of history, the——of mankind, past and present, and their——in the future. It is possible, indeed, to become indifferent to all this, and that, too, without having exhausted a thousandth part of it; but only when one has had from the beginning no moral or human interest in these——, and has sought in them only the gratification of——.

EXERCISE 30.

Copy the following, supplying a ***pronoun*** *for each blank.*

Life is a great gift, and as——reach years of discretion ——most of us naturally ask—— ——should be the main object of——existence. Even those——do not accept "the greatest good of the greatest number" as an absolute rule, will yet admit that——should all endeavor to contribute as far as——may to the happiness of——fellow-creatures. There are many, however, ——seem to doubt whether——is right that——should try to be happy——. ——own happiness ought not, of course, to be——main object, nor indeed will——ever be secured if selfishly sought. ——may have many pleasures in life, but must not let——have rule over——, or——will soon hand——over to sorrow.

EXERCISE 31.

Copy the following, supplying an ***adjective*** *(****one word****) for each blank. (Do not use* ***the, an*** *or* ***a.****)*

During——the ages there has been one——and——page of ——wisdom unrolled before the eye of man. That——page may be read in——part, man's——world turns him before it. ——motion apparently changes the eternally——stars into a ——panorama, but it is only so in appearance. The sky is a ——, immovable dial-plate of "——clock whose pendulum ticks ages instead of seconds," and whose time is eternity. The moon moves among the——figures, traversing the dial quickly, like a second-hand, once a month. The sun, like a minute-hand, goes over the dial once a year. ——planets stand for hour-hands, moving over the dial in——periods reaching up to one hundred and sixty-four years, while the earth, like a ship of exploration, sails the——azure, bearing the observers to——points where they may investigate the——problems of this——machinery.

EXERCISE 32.

Copy the following, supplying a ***verb*** *for each blank.*

The Hindoos——a theory that after death animals—— again in a different form; those that—— ——well in a higher, those that—— ——ill in a lower grade. To realize this——, they——, a powerful incentive to a virtuous life. But whether it——true of a future life or not, it——certainly true of our present existence. If we——our best for a day, the next morning we——rise to a higher life; while if we——way to our passions and temptations, we——with equal certainty ——step downward toward a lower nature.

EXERCISE 33.

Copy the following, supplying a ***preposition*** (***one*** *word*) *for each blank.*

When I came down early——the morning the sun was rising opposite, shining——the room——a calm sea,——an avenue——light;——degrees, as it rose, the whole sea was gilt——light, and the hill bathed——a violet mist. —— breakfast-time all color had faded——the sea. It was like silver passing——each side——gray. The sky was blue, flecked——fleecy clouds; while,——the gentler slopes—— the coast opposite, fields and woods, and quarries and lines ——stratification begin to show themselves, though the cliffs are still——shadow, and the more distant headlands still a mere succession——ghosts, each one fainter than the one before it. As the morning advances the sea becomes blue, the dark woods, green meadows, and golden cornfields—— the opposite coast more distinct, and the details——the cliffs come gradually——view, and fishing-boats——dark sails begin to appear.

EXERCISE 34.

Copy the following, supplying for each blank a connective word (*a* ***conjunction, a conjunctive adverb,*** *or a* ***relative pronoun.***)

Truth is to speech——the compass is to the mariner,—— ——, without the latter, the navigator would do better not to leave the harbor, ——without truth no one should launch forth into conversation. Ignorant——enslaved nations are prone to lie,——truth——sincerity are the virtues of noble ——free nations. A Persian proverb says——"Without courage there can be no truth, ——without truth no virtue." ——,in order——you may be invariably truthful, this habit

must take its rise from principle, that is, from religion. ——you are truthful——you are persuaded——God is truth itself,—— ——it is His will——we should follow truth at all risks,——you will be truthful under any circumstances,—— no fear——promise,——threat——temptation, will lead you to stray from the path of integrity.

EXERCISE 35.

Copy the following, supplying **one** *word for each blank.*

Nowhere——nature do——find chance. Every event—— governed——fixed laws. If——would accomplish——result ——perform——experiment,——must come——exact harmony——the universal system. If——deviate——the line ——law——a hair's breadth,——fail. ——laws——been ——operation since——earliest beginnings——the development——our world;——all——discoveries of science prove ——to extend——the most distant star——space. ——law ——nature——no force——itself; it——but——manner—— which force——.

EXERCISE 36.

Copy the following, supplying **one** *word for each blank.*

Agriculture——the parent——all industries;——is——the cultivator——the soil——the mechanic,——manufacturer ——the man——commerce draw——supplies;——granary ——the storehouse——which——households receive—— daily food;——his flocks——fields——wrought——fabrics ——clothe——human race; and——his domains——laid ——foundations——support——pillars——government,—— upon——are erected——institutions——encourage——arts, cultivate——sciences,——render——charities——life effective——improving, beautifying——benefiting——whole world.

EXERCISE 37.

Copy the following, supplying **one** *word for each blank.*

Children —— adopt —— sentiments of ——elders,——soon learn——put——same value——their own powers——others ——. ——parent,——teacher,——employer, can——teach lessons——self-depreciation——may cling——life, and—— ever prevent——development——powers——under——favorable auspices —— have proved —— blessing —— the community; ——, on——other——, by——encouragement and ——commendation,——may nourish——a tiny germ—— ability——talent——may one day——to be a——influence, a——power——the world.

EXERCISE 38.

Copy the following, supplying **one** *word for each blank.*

Although——perceive——world——means——the senses, it——in and——the forms——language——we comprehend ——. We —— also ——into——general current——human thoughts——the agency——language; and——means——it —— are enabled —— remember——combine——ideas——an unlimited extent. Just —— the symbols —— numbers—— algebra give——the power——calculating——most comprehensive——distant results,——the symbols——ideas—— language enable——to combine——thoughts——work out ——reasonings——an extent——wholly unattainable.

EXERCISE 39.

Copy the following, supplying **one** *word for each blank.*

Mix brains——your business——you wish——succeed. Throw——the windows——your mind——new ideas,—— keep——least abreast——the times;——possible ahead——

them. Nothing——more fatal——self-advancement——servile imitation. In——days——intense competition,——you ——achieve——high success you——think——yourself,—— above——cultivate originality——versatility. The days—— a man——get rich——plodding——, without enterprise—— without taxing——brains, have gone——. Mere industry ——economy——not enough;——must——intelligence—— original thought.

EXERCISE 40.

Copy the following, supplying **one** *word for each blank.*

Grammar should——learned——the language inductively, ——it should——learned. Popular maxims——sometimes mischievous——misleading. We——not "learn——do"—— simply "doing,"——by conscious, intelligent——. Many ——read much——do——write well,——many write much ——do——write clearly——forcibly, because——have never acquired —— habit —— attending to —— form——language. Thought will——always find——itself adequate expression. On——contrary, power——think——limited——power —— express; to open——channels——thought —— to increase ——flow——thought.

EXERCISE 41.

Copy the following, supplying **one** *word for each blank.*

——study——synonyms——always —— regarded —— one —— the —— valuable —— intellectual disciplines, independently——its great importance——a guide——the right practical —— of words. ——habit —— thorough investigation ——the meaning——words——of exact discrimination—— the use of——is indispensable——precision——accuracy——

thought;——it——surprising—— soon —— process——spontaneous and —— mechanical —— unconscious, —— that —— often finds himself——nice yet sound distinctions——particular words——he——not aware——he——ever made——subject——critical analysis.

EXERCISE 42.

Copy the following, supplying **one** *word for each blank.*

Order——an excellent thing;——saves time——nerves;——favors despatch;——aids success. In——office,——factory,——city——country,——out-door life —— in —— home ——presence——invaluable. Yet, —— all, —— is but —— means——an end. With——persons——seems——be——end——itself,——which——other things —— be sacrificed. Not content——being orderly themselves,——insist——it ——season——out—— season —— others;—— fret —— scold ——every slight deviation,——producing distress——annoyance——all concerned. Is——worth——price?

EXERCISE 43.

Copy the following, supplying **one** *word for each blank.*

Scolding —— mostly —— habit. —— is not —— meaning ——it. ——is often——result——nervousness——an irritable condition of —— mind —— body. —— person——tired—— annoyed —— some trivial cause, —— forthwith commences finding fault —— everything —— everybody —— reach. Scolding —— a habit very —— formed. It —— astonishing how——one——indulges——it at——becomes addicted—— it —— confirmed —— it. Persons —— once get —— the way ——scolding always——something to scold——. If——is nothing——, ——fall a scolding——the mere absence—— anything to scold——.

EXERCISE 44.

Copy the following, supplying **one** *word for each blank.*

It——the close observation——little things——is——secret ——success——business,——art,——science, and——every pursuit——life. Human knowledge——but——accumulation——small facts, made——successive generations——men, ——little bits——knowledge——experience carefully treasured——by——growing——length——a mighty pyramid. Though——of——facts——observations seemed——the first instance——have——slight significance,——are——found ——have——eventual uses, and——fit——their proper places. Even——speculations seemingly remote, turn——to ——the basis——results——most obviously practical.

EXERCISE 45.

Copy the following, supplying **one** *word for each blank.*

English speaking people——spread——over——world; ——is——degree——latitude,——corner——the globe, but ——witness——the glory——this race. They——great—— science, rich——inventive——literature, deep——poetry, active——successful——commerce, manly——war, giants—— sea. ——social——political organization——lead——world. Must——wonder,——, that——English language has—— developed——such——way——, taken——a whole, no—— language——stand comparison——it? No other language combines——such——degree strength——simplicity, depth ——perspicuousness, innate poetical vigor——practical efficacy.

EXERCISE 46.

Copy the following, supplying **one** *word for each blank.*

A leading firm——commercial circles——long struggled ——bankruptcy. ——it——enormous assets——California,

——expected remittances——a certain day;——if——sums promised arrived,——honor and——future prosperity would ——preserved. ——week——week elapsed——bringing—— gold. At——came——fatal day——which——firm——bills maturing —— enormous amounts. The steamer —— telegraphed——daybreak;——it——found——inquiry that—— brought——funds. ——house failed. ——next arrival—— nearly half——million——the insolvents,——it——too late; ——were ruined, because——agent,——remitting, had—— behind time.

EXERCISE 47.

Copy the following, supplying **one** *word for each blank.*

It has——well said——"A thought——an embryo action; give——time,——it——mature——; entertain——, and—— will return——and——, until——last nothing——a determined effort——the will——prevent——from acting——out." Herein lies——real source——much——the wrong-doing—— the world. Wrong thoughts——entertained——, unconsciously, —— gain the power —— escape —— actions, —— society——astounded——what seems to be——sudden loss ——integrity. But——thought——led——the dishonest act had——entertained until——accumulated——overcame—— resistance——a weakened will.

EXERCISE 48.

Copy the following, supplying **one** *word for each blank.*

Wisdom——the only——which——relieve us——the sway ——the passions——the fear——danger,——which——teach us——bear——injuries——fortune itself——moderation,—— which shows——all——ways —— lead —— tranquillity —— peace.

Wealth —— noble opportunities, —— competence —— a proper object——pursuit,——wealth,——even competence, ——be bought——too high——price. Wealth——has—— moral attribute. It——not money,——the love——money, ——is——root——all evil. ——is——relation——wealth ——the mind——the character——its possessor——is—— essential thing.

EXERCISE 49.

Copy the following, supplying **one** *word for each blank.*

The things——are out——sight——transcendently greater than——which——seen. Only——child——a savage has ——life bounded by——visible horizon,——the limit——the present moment. And——more should——things——the present existence——our thoughts. This world is——mere starting-point. Beyond——lies——eternity as certain—— to-morrow,——glories——the highest human imagination dimly paints. We stand——the brink——a sublime future. It does not become——to live with——eyes closed——it. Steadily looked——, there——power enough even——the anticipation——fill——with rejoicing strength, peace untold, victory——.

EXERCISE 50.

Copy the following, supplying **one** *word for each blank.*

Our countrymen——great pleasure from the——kingdom, ——hunting, shooting,——fishing,——obtaining——air—— exercise,——being led —— much varied —— beautiful ——. ——it——probably ere——be recognized——, even——a—— selfish——of view, killing——is not the——to——the—— enjoyment —— them. How —— more interesting —— every walk——the country——, if man——but treat other—— with kindness,——that——might approach——without fear,

——we might——the constant——of watching——winning ways. ——origin——history, structure——habits, senses ——intelligence, offer——endless——of interest——wonder.

EXERCISE 51.

Copy the following, supplying **one** *word for each blank.*

Knowledge——power,——what——not increase human efficiency——not knowledge. ——sphere of——man's activity is——necessity limited;——efficiency——that sphere——depend——his power——anticipate every emergency likely ——arise——it, upon——power——seize——employ——resources——his command,——upon——still——power——creating——in——hour——necessity. Forecast is power. ——such forecast——the product——experience, of——own, ——that——some——else. Every system——education——based——the assumption——the experience——others,——experience——those that——lived before——, can be made available——future guidance.

EXERCISE 52.

Copy the following, supplying **one** *word for each blank.*

Without water——landscape——complete,——overhead ——clouds——beauty to——heavens themselves. ——spring——the rivulet,——brook,——river, and——lake, seem——give life——Nature, and——indeed regarded—— our ancestors——living entities themselves. Water—— beautiful——the morning mist,——the broad lake,——the glancing stream——the river pool,——the wide ocean, beautiful——all——varied moods. ——nourishes vegetation; ——clothes——lowlands——green——the mountains—— snow. ——sculptures——rocks——excavates——valleys, in ——cases acting mainly——the soft rain,——our harder rocks——still grooved——the ice-chisel——bygone ages.

EXERCISE 53.

Copy the following, supplying **one** *word for each blank.*

There——be economy——time——well as——spending money. Time, —— fact, —— money, —— money's worth. Few reflect deeply——this truth. Young persons——particular throw away——vast deal——time——a way often worse —— useless. Much —— spend —— silly gossip —— acquaintances, much——frivolous amusement, much——perfect vacancy——thought. ——many country towns——great amount —— time ——spent——lounging——doorways ——in——street. ——all——idle time, exclusive——what ——be properly devoted——open-air exercises,——spent ——the acquisition——some kind——useful knowledge, what —— difference —— would —— in the lot —— some young people.

EXERCISE 54.

Copy the following, supplying **one** *word for each blank.*

—— first hour —— morning —— the equatorial regions possesses —— charm and —— beauty —— can never —— forgotten. —— nature seems refreshed —— strengthened —— the coolness——moisture——the past night, new leaves——buds unfold——before——eye,——fresh shoots——often——observed——have——many inches——the preceding day. ——temperature——the most delicious conceivable. ——slight chill——early dawn,——was itself agreeable,——succeeded——an invigorating warmth;——the intense sunshine —— up —— glorious vegetation —— the tropics, ——realizes——that——magic art——the painter——the glowing words——the poet——pictured——their ideals——terrestrial beauty.

EXERCISE 55.

Copy the following, supplying **one** *word for each blank.*

Eloquence,——every——art, rests——laws——most exact ——determinate. ——is——best speech——the——soul. ——may well stand——the exponent——all that——grand ——immortal——the mind. ——it do not——become—— instrument,——aspires to——somewhat——itself,——to glitter——show,——is false and weak. ——its right exercise,——is——elastic, unexhausted power, expanding—— the expansion——our interests——affections. Its great masters,——they valued——help to——attainment,—— thought no pains——great——contributed in——manner—— further it,——subordinated all means, never permitting—— talent to appear——show.

EXERCISE 56.

Copy the following, supplying **one** *word for each blank.*

Be very careful——you——no reproachful, spiteful,—— threatening words——any person. Good words——friends, bad words——enemies. It——great prudence——gain—— many friends——we honestly can, especially when——may be done——so easy——rate as——good word;——it——great folly——make an enemy——ill words,——are——no advantage——the party——uses them. When faults——committed ——may, and——a superior——must, be reproved; but let it ——done without reproach——bitterness, otherwise——will lose——effect, and, instead——reforming——offense,——will exasperate——offender,——lay——reprover justly open—— reproof.

EXERCISE 57.

Copy the following, supplying **one** *word for each blank.*

Printing——generally said——have——discovered——the fifteenth—— ;——so——was——all practical purposes. —— in fact printing——known——before. ——Romans used stamps;——the monuments——Assyrian kings——name—— the reigning monarch——be found duly printed. ——then ——the difference? One little,——all-important step. —— real inventor——printing——the man——whose mind flashed ——fruitful idea——having separate stamps——each letter, ——of——separate words. ——slight seems——difference, and——for 3000 years——thought occurred to——one. —— can tell——other discoveries,——simple and——as far-reaching,——at this very moment——our very eyes?

EXERCISE 58.

Copy the following, supplying **one** *word for each blank.*

Many people have——imperfect idea——what grammar ——. ——speak——the rules——the grammar——a language just——they would——the laws——rule——country where——language——spoken. ——have——vague idea ——somebody has fixed——grammatical laws, just——a Congress——a Parliament——other laws,——they look—— grammar——a fixed, invariable code, from——none—— depart under penalty——being taxed——ignorance——held ——to ridicule. But rules——grammar——dictated—— nobody, or——least——no particular body. Grammar—— simply——objective science,——medicine, statistics—— political economy. ——has been treasured——by——long, unremitting observations——succeeding generations.

EXERCISE 59.

Copy the following, supplying **one** *word for each blank.*

——educational theorist discovered——time ago——it was —— waste ——time —— teach —— alphabet——spelling—— children, and——time could——saved——teaching them—— read words —— sight, —— recognize —— words themselves ——regard——their component——, the letters. Dr. Prime relates——experience with——"well-educated" girl brought ——on this——, whom——wanted——employ——an amanuensis. Although——was intelligent——had——knowledge ——literature,——could not——a word——had not seen,—— divide —— word —— its syllables, and —— useless —— an amanuensis——for ordinary clerical——. ——understand language, one——understand words;——no one——understand——without being taught——syllabic construction.

EXERCISE 60.

Copy the following, supplying **one** *word for each blank.*

Our life——surrounded with mystery,——very world——a speck——boundless space;——not——the period——our own individual ——, but —— of —— whole human —— is,——it were,——a moment——the eternity——time. ——cannot imagine —— origin,—— foresee —— conclusion. But——we may——as——perceive——line——research——can give—— a clue——the solution,——another sense——may hold—— every addition——our knowledge——one small——toward ——great revelation. Progress——be more slow,——more ——. —— may come —— others —— not —— us. ——will ——come——us if——do——strive——deserve it. ——come ——surely will.

EXERCISE 61.

Copy the following, supplying **one** *word for each blank.*

——cannot expect——be happy——we——not lead pure ——useful lives. To——good company——ourselves—— must store——minds well; fill them——pure——peaceful thoughts;——pleasant memories——the past——reasonable hopes——the future. ——must,——far——may be, protect ourselves——self-reproach,——care, and——anxiety. We shall——our lives pure——peaceful——resisting evil,—— placing restraint——our appetites,——perhaps——more—— strengthening——developing our tendencies——good. —— must——careful, then,——what we allow——minds——dwell. —— soul —— dyed —— its —— thoughts; —— cannot keep ——minds pure——we allow——to —— sullied —— detailed accounts——crime——sin.

EXERCISE 62.

Copy the following, supplying **one** *word for each blank.*

What words——declare——immeasurable worth——books, ——rhetoric——forth——importance——that great invention ——diffused——over——whole——to gladden its myriads ——minds? ——invention——printing added——new element —— power —— the race. —— that hour, —— a most especial sense,——brain——not——arm,——thinker——not ——soldier, books——not kings,——to rule——world;—— weapons forged——the mind, keen-edged——brighter——the sunbeam,——to supplant——sword——the battle-axe. —— conflicts——the world——not to——place altogether——the tented field;——ideas, leaping——a world's awakened intellect, —— burning all —— with indestructible life, —— to be marshaled——principalities——powers.

EXERCISE 63.

Copy the following, supplying **one** *word for each blank.*

Children are——nature eager——information. ——are ——putting questions. This——to be encouraged. —— fact,——may to——great extent trust——their instincts,—— in——case——will do much——educate themselves. —— often, however, —— acquirement —— knowledge —— placed ——them——a form——irksome——fatiguing——all desire —— information —— choked,——even crushed——; so—— our schools, in——, become places——the discouragement ——learning, and——produce——very opposite effect—— that —— which —— aim. —— short, children should —— trained——observe and——think,——in that——there would ——opened out——them——source——the purest enjoyment ——leisure hours, and——wisest judgment——the work ——life.

EXERCISE 64.

Copy the following, supplying **one** *word for each blank.*

Without doubt——is not very easy —— learn——spell English. ——why should it——easy? ——is not easy—— learn —— do anything rightly —— readily that —— much worth——doing,——to get thoroughly——knowledge——is much worth —— knowing. —— learn —— spell requires attention, observation, application, memory. ——does—— acquirement——any knowledge,——one——the advantages ——early exercise——spelling is——discipline——gives—— all——faculties just mentioned,——proper training of——, ——not——mere knowledge attained,——education. Spelling——nothing——do —— spoken words;——is —— accompaniment——condition —— writing only. No writing,—— spelling. ——relation——spelling——speech —— not only arbitrary——conventional,——entirely unessential.

EXERCISE 65.

Copy the following, supplying **one** *word for each blank.*

"Iliads without a Homer," some one——called,——a little exaggeration,——beautiful——anonymous ballad poetry——Spain. One may——permitted,——, to push——exaggeration a——further——the same direction,——to apply——same language——merely to a ballad——to a word. For poetry,——is passion——imagination embodying themselves ——words, does——necessarily demand——combination——words for this;——this passion——imagination——single word may——the vehicle. ——the sun——image itself alike ——a tiny dewdrop——in——mighty ocean, and——do it, though——a different scale,——perfectly——the one——in ——other,——the spirit——poetry can dwell——and glorify alike——word and——Iliad.

EXERCISE 66.

Copy the following, supplying **one** *word for each blank.*

It——not how——a man may know——is——so——importance——the end——purpose——which——knows it. ——object——knowledge——be to mature wisdom——improve character, —— render —— better, happier and —— useful;——benevolent,——energetic and——efficient——the pursuit——every high purpose——life. We——ourselves *be*——*do*,——not rest satisfied merely——reading——meditating —— what —— men —— written —— done. Our best light——be made life, and——best thought action. —— humblest —— least literate——train ——sense——duty,—— accustom——to——orderly——diligent life. Though talents ——the gift——nature,——highest virtue——be acquired ——men——the humblest abilities, through careful self-discipline.

EXERCISE 67.

Copy the following, supplying **one** *word for each blank.*

We——born——faculties——powers capable almost —— anything; such,——least,——would carry —— farther —— can——easily imagined;——it——only——exercise——these powers——gives —— ability——skill——anything,——leads ——towards perfection. Practice makes——mind——it——, and most——those excellencies——are looked——as natural endowments——be found,——examined——more narrowly, ——be——product —— exercise,—— to —— raised —— that pitch——by repeated actions.

Nature commonly lodges——treasures——jewels——rocky ground. ——the matter——knotty,——the sense lies deep, ——mind——stop——buckle——it——labor——thought—— close contemplation,——not leave——until——has mastered ——difficulty——got possession——truth.

EXERCISE 68.

Copy the following, supplying **one** *word for each blank.*

——constitution——the United States——the constitutions——the several States —— accompanied —— Bills—— Rights, which —— intended —— declare —— set forth —— restrictions——the people——their sovereign capacity—— imposed——their agents,—— various governments established——these constitutions. ——as——persons composing —— different branches —— these governments —— chosen, directly —— indirectly,—— a majority —— the people,—— provisions——these Bills——Rights —— really restrictions imposed —— these majorities. —— constitute —— security ——the individual members——society against——acts of

——majority. ——great bulwark——the reserved rights protected——these restrictions——the judiciary department. ——have——unquestioned power——declaring——act of ——government,——any——its departments,——infringes any——these rights, to——utterly null——void.

EXERCISE 69.

Copy the following, supplying **one** *word for each blank.*

There——in social science,——well——in chemistry,—— law——definite combining proportions——which——certain amount——one principle and——given measure——another combine——produce——best results. ——institution,—— system, every principle esteemed——value——our time—— its application——government, has——limitations. They ——good——far,——beyond——are evil. ——bounds—— their beneficence——to——fixed. ——frontiers within—— their utility——supreme,——beyond which——become noxious,——to——marked out. ——must compound——subtle influences, measure——effect——principles——forecast—— trend——popular movements evolved——the course——our growth,——as——minimize——peril, while——wrest—— maximum——blessing——every situation, securing——each case——least——the worst——the most——the——results.

EXERCISE 70.

Copy the following, supplying **one** *word for each blank.*

——half-century following——battle——Salamis (480–430 B. C.) forms——most brilliant period——Athenian history, ——one——the——illustrious eras——the history——the

world. It —— usually called —— "age —— Pericles," —— duration nearly coinciding——the public life——that statesman——for forty years,——merely——private citizen, held ——controlling influence——the politics——Athens.

——was during——period, when——Athenian intellect ——stimulated——a proud sense——national greatness,—— Grecian genius——forth——richest blossoms——literature ——art. This——the age——grand dramatic composition, —— of —— greatest works —— architecture —— sculpture. Oratory,——is——powerful——instrument in——free state, ——now cultivated assiduously, and——Athenians became accustomed——hearing——purest lessons——patriotism put forth——the loftiest forms——eloquence.

EXERCISE 71.

Copy the following, supplying **one** *word for each blank.*

Man —— also made —— ocean —— theatre of —— power. ——ship —— which —— rides —— element —— one —— the highest triumphs——his skill. ——first,——floating fabric —— only —— frail bark, slowly urged —— the laboring ——. ——sail——length arose——spread——wings——the wind. Still—— had —— power —— direct —— course when ——lofty promontory sunk——sight,——the orbs——him ——lost——clouds. ——the secret——the magnet——at length——to him,——his needle now——, ——a fixedness ——love——stolen——the symbol——its constancy,——the polar star. ——, however,——can dispense even——sail ——wind——flowing wave. ——constructs——propels—— vast engines——flame——vapor, and,——the solitude—— the sea——over——solid land,——thundering——his track.

EXERCISE 72.

Copy the following, supplying **one** *word for each blank.*

It——extraordinary——slight——margin may stand——years —— man —— some important improvement. Take ——case —— the electric light,—— instance. ——had —— known——years——if——carbon rod——placed——an exhausted glass receiver——a current——electricity——passed through——, the carbon glowed——an intense light;——on ——other hand——became——hot——the glass burst. —— light, therefore,——useless,——the lamp burst——soon——it ——lighted. Edison hit——the idea——if——made——carbon filament fine enough——would——rid——the heat—— yet——abundance——light. Edison's right——his patent has——contested——this very ground. ——has——said ——the mere introduction——so small——difference——the replacement——a thin rod——a fine filament was——slight ——item——it could——be patented.

EXERCISE 73.

Copy the following, supplying **one** *word for each blank.*

—— book —— Nature ——open——all. ——abounds—— lessons suited——every recipient power——the human soul, lessons——love——wisdom, ever widening before——vision ——him——"hath eyes——see." ——many—— us, however, use——as little children——their picture-books, rapidly turning——pages, and,——the novelty——what reaches—— eye——gone, casting——aside——too common——further regard!

—— air —— breathe, —— light —— surrounds ——, the

sounds——hear,——myriad form——things, coming——going——perpetual change,——all every-day matters, recognized——the moment——nothing——, unless, forsooth,——pressing material want——business——necessary——more careful——constant study. ——reason——the world,——laws——uphold——unify——manifold——vanishing phenomena,——being grasped——even thought——, the forms ——things only pass before——vision——so many strange ——in fact unsolved hieroglyphics.

EXERCISE 74.

Copy the following, supplying ***one*** *word for each blank.*

It——one thing——own——library; it——quite another ——use——wisely. I——often——astonished——little care people devote——the selection——what——read. Books,——we know,——almost innumerable;——hours——reading——, alas! very——. ——yet——people read almost ——hazard. They——take——book——chance——find——a room——a friend's house;——will buy——novel——a railway-stall——it has——attractive title; indeed,——believe ——some cases even——binding affects——choice. ——selection——, no doubt, far——easy. I——often wished some——would recommend——list——a hundred good books. If——had——lists drawn——by——few good guides ——would——most useful. ——have indeed sometimes heard——said——in reading every——must choose for——; but——reminds me——the recommendation——to go——the water till——can swim.

EXERCISE 75.

Copy the following, supplying **one** *word for each blank.*

But——storm——soon over. ——clouds break,——rain stops,——sun shines once——, ——hills opposite come——again. They——divided now——only——fields——woods, but——sunshine——shadow. ——sky clears,——as——sun begins——descend westward——sea becomes——beautiful clear uniform azure, changing——soon——pale blue——front——dark violet beyond;——once more——clouds begin ——gather again,——an archipelago——bright blue sea——deep islands——ultramarine. ——the sun travels westward, ——opposite hills change——. ——scarcely seem like——same country. ——was——sun——now——shade, and——was——shade now lies bright——the sunshine. ——sea once——becomes——uniform solid blue,——flecked——places——scuds——wind,——becoming paler towards evening——the sun sinks,——cliffs——catch——setting rays losing——deep color,——at sunset——light——again——a moment——a golden glow,——sea——the same time sinking ——a cold gray.

EXERCISE 76.

Copy the following, supplying **one** *word for each blank.*

Like——sands——the sea,——stars——heaven——ever been used——an appropriate symbol——number,——we know——there——some 75,000,000, many,——doubt, ——planets——their own. Nor——it only——number——the heavenly bodies——is——overwhelming;——magnitude——distances——almost more impressive. ——ocean ——so deep——broad——to——almost infinite,——indeed

——so far——our imagination——the limit,——it——be. Yet——is——ocean compared——the sky? Our globe——little compared——the giant orbs——Jupiter——Saturn,——again sink——insignificance——the side——the sun. ——sun itself——almost——nothing compared——the dimensions ——the solar system. Sirius——calculated to——a thousand times —— great —— the sun, and —— million times —— far away. ——solar system——travels——one region——space, sailing between worlds——worlds, and——surrounded——many other systems——grand——complex——itself;——we know——even then——have not reached——limits——the universe itself.

EXERCISE 77.

Copy the following, supplying **one** *word for each blank.*

——is——strange thing——little——general people know about——sky. ——is——part——creation——which Nature ——done more——the sake——pleasing man, more——the sole——evident purpose —— talking —— him, —— teaching ——, than——any other——her works,——it——just——part ——which——least attend——her. There——not many——her other works——which some more material——essential purpose——the mere pleasing——man——not answered——every part——their organization;——every essential purpose——the sky might,——far——we know,——answered, —— once —— three days, —— thereabouts, —— great, ugly, black rain-cloud——brought up——the blue,——everything well watered,——so all left blue again——next time,——perhaps —— film —— morning —— evening mist —— dew. ——instead——this, there——not ——moment——any day ——our lives when Nature——not producing scene——scene,

picture —— picture, glory —— glory, —— working still —— such exquisite——constant principles——the most perfect beauty,——it——quite certain——is all done——us,——intended——our perpetual pleasure.

EXERCISE 78.

Copy the following, supplying **one** *word for each blank.*

Science——been,——a great Archangel——Mercy, devoting herself——the service——man. She——labored, her votaries——labored, not——increase —— power —— despots ——to add——the magnificence——courts,——to extend human happiness,——economize human effort,——extinguish human pain. She——enlisted——sunbeam——her service —— limn —— us, —— absolute fidelity, —— faces —— the friends —— love. She —— shown —— poor miner how —— may work——safety, even amid——explosive fire-damp—— the mine. She——, by——anæsthetics, enabled——sufferer to——hushed —— unconscious while —— delicate hand —— some skilled operator cuts —— fragment —— the nervous circle——the unquivering eye. She points not——pyramids built——weary centuries——the sweat——miserable nations, ——to——lighthouse——the steamship,——the railroad—— the telegraph. She——restored eyes——the blind——hearing——the deaf. She——lengthened life,——has minimized danger, —— has controlled madness, she —— trampled —— disease. And——all these grounds——think——none—— our sons should grow——wholly ignorant——studies which ——once train——reason——fire——imagination,——fashion ——well——forge, which can feed——well——fill——mind.

SYNONYMS.

EXERCISE 79.

1. ***Ability, capacity.***—"*Capacity* is the power of receiving; *ability*, of using." *Ability* is the power of doing in general; *capacity* is a particular kind of *ability*. *Ability* may be either physical or mental; *capacity*, when said of persons, is mental only. *Ability* respects action; *capacity* respects thought. *Ability* may be small or great. *Capacity* implies a positive degree of power.

2. ***Alter, change.***—To *alter* is to make a thing different in some respect. To *change* is to substitute one thing for another. We *change* our clothes when we put on others; the tailor *alters* clothes which are found not to fit. A man *changes* his habits and *alters* his conduct.

3. ***Answer, reply.***—We *answer* a question, we *reply* to an accusation or an objection. It is impolite not to *answer* when we are addressed, but we need not always *reply* to an assertion.

4. ***Assent, consent.***—We *assent* to a wish or an opinion; we *consent* to an act. *Assent* respects the judgment; *consent* respects the will. We *assent* to what we think true; we *consent* to the wish of another by agreeing to it and allowing it. *Assent* is opposed to contradiction or denial; *consent* to refusal.

5. ***Center, middle.***—*Center* is a point; *middle* may be a line or part. *Center* is most properly applied to circular or globular bodies; *middle* is used more indefinitely. We speak of the *center* of a circle, the *center* of attraction; the *middle* of a page, the *middle* of the month.

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 80.

6. ***Diction, style.***—*Diction* is applied to the words used and the way in which we express ourselves; *style*, to the manner of writing in general. *Diction* expresses much less than *style*. Errors in grammar, faulty construction, confusion or wrong application of words, constitute bad *diction*; but the peculiarities and the beauties of a writer's composition characterize his *style*. *Diction* requires only to be pure and clear; *style* may be terse, polished, elegant, florid, poetic, etc.

7. ***Differ with, differ from.***—"I differ *with* you in opinion; I differ *from* you in appearance."

8. ***Diligence, industry.***—*Industry* is habitual and continued *diligence* in some useful pursuit or calling. *Industry* applies principally to manual labor; *diligence* implies exercise of the mental as well as the corporeal powers.

9. ***Eager, earnest.***—*Eager* implies excitement; *earnest* is always used in a good sense, and implies a permanent condition of mind. *Eager* is used to qualify the desires; *earnest*, to qualify the wishes or sentiments. A child is *eager* to get a plaything, a hungry person is *eager* to get food; a person is *earnest* in solicitation, *earnest* in devotion.

10. ***Education, instruction.***—*Instruction* furnishes the mind with knowledge; *education* trains the mind and establishes principle. *Education* belongs to the period of childhood and youth; *instruction* may be received at all ages. A want of *education* leaves the individual undeveloped; a want of *instruction* is of more or less inconvenience, according to circumstances.

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 81.

11. ***Equivocal, ambiguous.***—An *equivocal* expression is made to have two possible meanings with the intention of deceiving; an *ambiguous* expression is one the meaning of which is, perhaps unintentionally, uncertain. "An honest man will never employ an *equivocal* expression; a confused man may often utter an *ambiguous* one without any design."

12. ***Example, instance.***—An *example* illustrates a general rule; an *instance* stands by itself, and does not prove a rule. The *example* is set forth by way of illustration or instruction; the *instance* is adduced by way of evidence or proof. Every *instance* may serve as an *example*, but not every *example* is an *instance*.

13. ***Force, strength.***—*Strength* is the power to exert *force* or to resist *force; force* is power exerted or active.

14. ***Forgive, pardon.***—*Forgive* is the familiar term; *pardon* is adapted to the serious style. Individuals *forgive* each other personal offences; they *pardon* offences against law and morals. Kindness *forgives;* it is an act of Christian charity. Mercy *pardons;* it is an act of clemency.

15. ***Freedom, liberty.***—*Freedom* is personal and private; *liberty* is public. We speak of the *freedom* of the will, *freedom* of manners, *freedom* of conversation; the *liberty* of conscience, the *liberty* of the press, the *liberty* of the citizen. A slave obtains his *freedom;* he escapes from servitude. A prisoner is set at *liberty;* he is released from constraint.

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 82.

16. ***General, universal.***—What is *general* includes the greater part or number; what is *universal* includes every individual or part. The *general* rule admits of many exceptions; the *universal* rule admits of none. *General* is opposed to particular, and *universal* to individual.

17. ***Hasten, hurry.***—To *hasten* and *hurry* both imply to move forward with quickness in any matter; but one may *hasten* with design and good order, while *hurry* always implies confusion and irregularity. To *hasten* is opposed to delay or a slow mode of proceeding; it is frequently indispensable to *hasten* in the affairs of human life. To *hurry* is opposed to deliberate and cautious proceeding; it must always be unwise to *hurry*.

18. ***Idle, indolent.***—One is termed *idle* who will do nothing useful; one is *indolent* who does not care to do anything or set about anything. *Idleness* is opposed to diligence; *indolence*, to activity.

19. ***Love, affection.***—These words express two sentiments of the heart which do honor to human nature; they are the ties by which mankind are united to each other. *Love* is the natural sentiment between near relations; *affection* exists between those who are less intimately connected, being the consequence either of relationship or friendship. *Love* is powerful in its effects, awaking vivid sentiments of pleasure or pain; *affection* is a feeling under the control of the understanding.

20. ***List, catalogue.***—A *catalogue* involves more details than a simple *list*. A *list* of books contains their titles; a *catalogue* of books contains an enumeration of their size, price, number of volumes, edition, etc.

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 83.

21. ***Necessity, need.***—*Necessity* respects the thing wanted; *need*, the person wanting. *Necessity* is more pressing than *need;* it places us in a positive state of compulsion to act; it is said to know no law. *Need* yields to circumstances, and leaves us in a state of deprivation. We are frequently under the *necessity* of doing without that of which we stand most in *need.*

22. ***New, novel.***—What is *new* is usual and expected; but what is *novel* is strange and unexpected.

23. ***News, tidings.***—*News* implies anything new that is related or circulated; but *tidings*, from tide, signifies that which flows in periodically like the tide, and comes in at the moment the thing happens. *News* is unexpected; it serves to gratify idle curiosity. *Tidings* are expected; they serve to allay anxiety.

24. ***Persuasion, conviction.***—We are *persuaded* by entreaties and personal influence; it is the imagination, the feelings, or the will which decides. We *convince* by arguments; it is the understanding which determines. *Conviction* answers in our minds to positive certainty; *persuasion* answers to probability.

25. ***Pleasure, happiness.***—*Pleasure* is temporary; *happiness*, a continued state. *Pleasure* comes through the senses; *happiness* is an inward feeling. The eager pursuit of *pleasure* is not conducive to real *happiness.*

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 84.

26. ***Prevalent, prevailing.***—What usually prevails is *prevalent;* what actually prevails is *prevailing.*

27. ***Prudence, discretion.***—*Prudence* calculates on the future; *discretion* looks to the present. Those who have the direction of others require *discretion;* those who have the management of their own concerns require *prudence.*

28. ***Recovery, restoration.***—*Recovery* is one's own act; *restoration* is the act of another. We *recover* the thing we have lost, when it comes again into our possession; but it is *restored* to us by another. The *recovery* of property is good fortune; the *restoration* of property to its rightful owner is an act of justice. The *recovery* of one's health never depends upon medicine alone; medicine simply aids in the *restoration* of health, for it is nature that really accomplishes the result.

29. ***Remember, recollect.***—To *remember* is to call to mind that which has once been presented to the mind; but to *recollect* is to *remember* what has been *remembered* before. *Remembrance* busies itself with objects that are at hand; *recollection* carries us back to distant periods. Simple *remembrance* is engaged in things that have but just left the mind, and are now more or less easy to recall; but *recollection* tries to retrace the faint image of things that have been so long unthought of as to be almost obliterated from the memory.

30. ***Reputation, character.***—*Reputation* is what others think of a person; *character* is what is really in him. *Reputation* has more or less of conjecture in it; its source is hearsay. *Character* has always some foundation; it is learned by personal association and long acquaintance. It is possible for a man to have a fair *reputation* who has not in reality a good *character;* but men of really good *character* are not likely to have a bad *reputation.*

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 85.

31. ***Strict, severe.***—*Strict* characterizes that which binds or keeps in control; *severe* characterizes that which inflicts pain. The term *strict* is always taken in the good sense; *severe* is good or bad, according to circumstances. One may be *strict* in enforcing obedience; *severe* in punishing.

32. ***Sound, tone.***—*Sound* is that which issues from any body, so as to become audible; *tone* is a species of *sound*, which is produced from particular bodies. The *sound* may be accidental; we may hear the *sounds* of waters or leaves, of animals or men. *Tones* are those particular *sounds* which are made either to express a particular feeling, or to produce harmony.

33. ***Slander, calumny.***—*Slander* involves the discussion of moral qualities, and is consequently the declaration of an opinion as well as the communication of a fact; *calumny*, on the other hand, is a positive communication of circumstances known by the narrator at the time to be false. *Slander* arises either from a mischievous temper or a gossiping humor; the *slanderer* deals unmercifully with his neighbor, and speaks without regard to truth or falsehood. *Calumny* is the worst of actions, resulting from the worst of motives; to injure the reputation of another by the sacrifice of truth is an accumulation of guilt which is hardly exceeded by any one in the whole catalogue of vices. If one communicates to others the reports that are in circulation to the disadvantage of any person, he is a *slanderer;* if he fabricates anything himself and spreads it abroad, he is a *calumniator.*

34. ***System, method.***—*System* expresses more than *method*, which is but a part of *system*. *System* is an arrangement of many single or individual objects, according to some given rule. *Method* is the manner of this arrangement, or the principle upon which this arrangement takes place. All sciences must be reduced to *system;* for without *system* there is no science. All business requires *method;* and without *method* little can be done to any good purpose.

35. ***Thankfulness, gratitude.*** *Thankfulness*, or a fullness of thanks, is the outward expression of a grateful feeling; *gratitude* is the feeling itself. Our *thankfulness* is measured by our words; our *gratitude* is measured by the nature of our actions. A person may appear very *thankful* at the time, who afterward may prove very *ungrateful*. *Thankfulness* is the beginning of *gratitude;* *gratitude* is the completion of *thankfulness*.

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 86.

36. ***Truth, veracity.***—*Truth* belongs to the thing; *veracity*, to the person. The *truth* of the story is admitted upon the *veracity* of the narrator.

37. ***Vice, sin.***—*Vice* consists in the violation of moral law; *sin* consists in the violation of Divine law. *Vices* are habitual acts of commission; *sins* are acts of commission or omission, habitual or particular. A *vice*, whether in conduct or disposition, always diminishes moral excellence and involves guilt; a *sin* always supposes some perversity of will in an accountable agent.

38. ***Vicinity, neighborhood.***—*Vicinity* is employed to designate the place in general, near to the person speaking, whether inhabited or otherwise. *Neighborhood* is employed in reference to the inhabitants, or in regard to inhabited places; that is, it signifies either a community of neighbors or the place they occupy. We say, a populous *neighborhood*, a quiet *neighborhood*, a respectable *neighborhood*, a pleasant *neighborhood;* to live in the *vicinity* of a manufactory, to be in the *vicinity* of the metropolis or of the sea.

39. ***Warlike, martial.***—*Martial* is both a technical and a more comprehensive term than *warlike;* on the other hand, *warlike* designates the temper of the individual more than *martial.* We speak of *martial* array, *martial* preparations, *martial* law; a court *martial;* a *warlike* nation, a *warlike* spirit or temper, a *warlike* appearance.

40. ***Wonderful, marvelous.***—The *wonderful* surprises our senses; the *marvelous* our reason. *Wonders* are real; *marvels* are often fictitious.

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 87.

41. ***Want, need.***—To be without is the common idea expressed by these terms. But to *want* is to be without that which contributes to our comfort, or is an object of our desire; to *need* is to be without that which is essential for our existence or our purposes. From the close connection which exists between desiring and *want*, it is usual to consider what we *want* as artificial, and what we need as natural

and indispensable. What one man *wants* is a superfluity to another; but that which is *needed* by one is in like circumstances *needed* by all.

42. ***Watch, observe.***—These terms agree in expressing the act of looking at an object; but to *observe* is not to look after so strictly as is implied by to *watch*. We *observe* a thing in order to draw an inference from it; we *watch* anything in order to discover what may happen. We *observe* with coolness, we *watch* with eagerness; we *observe* carefully, we *watch* narrowly. The conduct of mankind in general is *observed;* the conduct of suspicious individuals is *watched.*

43. ***Weapons, arms.***—*Weapons* may be used either for instruments of offense or defense; *arms* are properly instruments of offense. We say fire *arms*, but not fire *weapons;* and *weapons* offensive or defensive, not *arms* offensive or defensive. *Arm* is employed for whatever is intentionally made as an instrument of offense; *weapon* is employed for whatever may be accidentally used for this purpose. Guns and swords are always *arms;* stones, brickbats and pitchforks may occasionally be *weapons.*

44. ***Weep, cry.***—An outward indication of pain is expressed by both these terms; but the latter comprehends an audible expression, accompanied or not with tears, while the former simply indicates the shedding of tears. *Crying* arises from impatience in suffering corporeal pains; children and weak people commonly *cry*. *Weeping* is occasioned by mental grief; the wisest and best of men will not disdain sometimes to *weep*.

45. ***Will, testament.***—A *will* is any written document which contains the last *will* of a man in regard to the disposal of his property: this may be either a formal or an informal

instrument in the eye of the law. A *testament*, on the other hand, is a formal instrument regularly drawn up, and duly attested, according to the forms of law.

Write twenty sentences, using each of the foregoing words twice.

EXERCISE 88.

Active, Diligent, Industrious, Assiduous, Laborious.

Active implies a propensity to act, to be doing something, without regard to the nature of the object; *diligent* implies an attachment to an object, and consequent attention to it; *industrious* signifies an inward or thorough inclination to be engaged in some serious work; *assiduous* signifies "sitting close" to a thing; *laborious* implies belonging to labor, or the inclination to labor.

We are *active* if we are only ready to exert our powers; we are *diligent* when we are active for some specific end; we are *industrious* when no time is left unemployed in some serious pursuit; we are *assiduous* if we do not leave a thing until it is finished. *Laborious* more often applies to the work than to the person.

Fill each blank in the following sentences, using the appropriate synonym.

1. A——man is the most likely to succeed in business. 2. A man may be——without being——, since he may busy himself with what is of no importance. 3. It was doubtless owing to the surgeon's——care that the man regained the use of his arm. 4. He is daily employed in a most——occupation. 5. A man may be——without being assiduous; but he cannot be assiduous without being——, for assiduity is a

sort of persevering——. 6. The——man seeks to attain the end of his employment. 7. The merchant desires to employ (*a* or *an*)——and——boy. 8. It often requires——exertions to master a difficult study. 9. A sober and——mechanic is seldom out of employment. 10. ——minds set on foot inquiries to which the——, by——application, and——if not——research, often afford satisfactory answers.

EXERCISE 89.

Business, Occupation, Employment, Engagement, Avocation.

Business signifies what makes busy; *occupation* signifies that which takes possession of a person or thing to the exclusion of other things; *employment* signifies that which engages or fixes a person; *engagement* also signifies what engages or binds a person; *avocation* signifies the thing that calls off from another thing.

Business occupies all a person's thoughts as well as his time and powers; *occupation* and *employment* occupy only his time and strength; *occupation* is mostly regular, it is the object of our choice; *employment* is casual, it depends on the will of another. *Engagement* is a partial *employment*, *avocation* a particular *engagement*; an *engagement* prevents us from doing anything else; an *avocation* calls off or prevents us from doing what we wish.

Every tradesman has a *business*, on the diligent prosecution of which his success in life depends; every mechanic has his daily *occupation*, by which he supports his family; every laborer has an *employment* which is fixed for him. "*Avocations*" often signifies "other affairs," that is, subordinate to the principal or real business.

Fill each blank in the following sentences, using the appropriate synonym.

1. A man of independent fortune has no occasion to pursue ——, but he will not be likely to be contented without an ——. 2. He did not expect to be long without——, as he had been promised an——. 3. Their chief——was war; but in the intervals of peace they joined in the ordinary——of life. 4. The superintendent reports that his——has increased so that it now affords——to over one hundred additional hands. 5. Numerous——are not desirable; every man should have a regular pursuit, the——of his life, to which the principal part of his time should be devoted; ——of a serious nature are apt to divide his time and attention to a hurtful degree. 6. The idlest people have often the most——. 7. His former——was that of a blacksmith, but he has recently obtained——at the mill. 8. His——to act as agent for this company will terminate on the first of January. 9. His usual——involves so much calculation that his present——has become quite distasteful to him. 10. The full——of one's time, the——of all his energies and the close and constant ——of his attention in a great——render him indifferent to many of the common——of life.

EXERCISE 90.

Advantage, Benefit, Utility, Service, Avail, Use.

Advantage signifies agreeable to one's purpose; *benefit* signifies done or made to one's wishes; *utility* signifies the quality of being able to be used, which is also the meaning of *use; service* signifies the quality of serving one's purpose; *avail* signifies to be strong for a purpose.

Advantage respects external circumstances of profit, honor and convenience; *benefit* respects the consequences of actions and events; *utility* and *service* respect the good which can be drawn from the *use* of any object. A thing has its *utility* and can be made of *service*.

Utility, *use*, *service* and *avail* all express the idea of fitness to be employed to *advantage*. *Utility* is applied mostly in a general sense to that which may be used, and *use* to that which actually is used; *service* may imply that which serves a particular purpose; *avail* implies that kind of *service* which may possibly be procured from any object, but which also may not be procured.

Fill each blank in the following sentences, using the appropriate synonym or some derivative of it.

1. Whatever is of the best quality will be found most——. 2. Suitable exercise is attended with——. 3. The goods were sold to——. 4. Persons ride or walk for the——of their health. 5. Things are purchased for their——. 6. A thing is——if it is suited to its purpose. 7. A good education has always its——, although not every one can derive the same ——from the cultivation of his talents. 8. It is——to young people to be under the guidance of older and more experienced persons, from whom they may obtain many——directions for their future conduct. 9. The Greeks in the heroic age seem to have been unacquainted with the——of iron, the most ——of all the metals. 10. ——lessons of experience may be drawn from all the events of life. 11. They found their entreaties to be of no——. 12. Shorthand writing has come into more extended——of late years, now that its——are better known and its general——appreciated. 13. For many

years this article has been in constant——and has rendered good——. 14. His——would be of no——; it is now too late.

EXERCISE 91.

Aggravate, Irritate, Provoke, Exasperate, Tantalize.

Aggravate signifies to make very heavy; *irritate* signifies to excite anger; *provoke* signifies to challenge or defy; *exasperate* signifies to make things exceedingly rough; *tantalize* signifies to vex by exciting false expectations.

All these words, except the first, refer to the feelings of the mind, and in familiar discourse that also bears the same signification; but *aggravate* is more properly used in respect to the outward circumstances.

The crime of robbery is *aggravated* by any circumstances of cruelty; whatever crosses the feelings *irritates;* whatever awakens anger *provokes;* whatever heightens this anger extraordinarily *exasperates;* whatever raises hopes in order to frustrate them *tantalizes.*

Fill each blank in the following sentences, using the appropriate synonym.

1. Angry words——, particularly when spoken with an air of defiance. 2. A harsh, grating sound——if long continued and often repeated. 3. When provocations become multiplied and varied they——. 4. The weather, by its frequent changes,——those who depend upon it for amusement. 5. An appearance of unconcern for the offense and its consequences——the guilt of the offender. 6. Proud people are easily——. 7. Nervous people are the most easily——. 8.

Wicked people——their transgressions by violence. 9. Those who wish for much, and wish for it eagerly, are oftenest——. 10. Quick-tempered and fiery people are soonest——. 11. Their constant criticism at length——him. 12. Do not—— us by this suspense, but proceed to gratify our curiosity. 13. Finding that he was really——they endeavored to mollify him. 14. The insolence of a tyrant——his subjects; he—— the offense by acts of oppression, and they are——to rebellion. 15. I fear that he is already——, and your arguments would only tend to——him.

EXERCISE 92.

Delay, Defer, Postpone, Procrastinate, Prolong, Protract, Retard.

Delay signifies to lay or keep back; *defer* signifies to put off; *postpone* signifies to place behind or after; *procrastinate* signifies to put off till to-morrow; *prolonging* signifies the lengthening of the period of time for beginning or ending a thing; *protract* signifies to draw out the time; and *retard* to make a thing drag or go slow.

To *delay* is simply not to commence action; to *defer* and *postpone* are to fix its commencement at a more distant period. We may *delay* a thing for days, hours and minutes; we *defer* or *postpone* it for months or weeks. *Procrastination* is a culpable *delay* arising solely from the fault of the *procrastinator.*

We *delay* the execution of a thing; we *prolong* or *protract* the continuation of a thing; we *retard* the termination of a thing. We may *delay* answering a letter; *prolong* a contest; *protract* a lawsuit; and *retard* a publication.

Fill each blank in the following sentences, using the appropriate synonym.

1. He decided to——his intended visit until the end of the month. 2. A tardy debtor——the settlement of his accounts. 3. When a plan is not fully laid, it is prudent to——its execution until everything is in an entire state of preparation. 4. "Never——till to-morrow that which you can do to-day;" for "——is the thief of time." 5. After a——session, during which legislation had been greatly——by filibustering on both sides, Congress finally adjourned. 6. It will accomplish no good to——this inquiry, and will only serve to——more important matters. 7. The progress of the work was greatly——by the——of the manager, who frequently——his orders while the men were kept idle waiting for them. 8. He has——the matter again and again, so that we have come to consider it as indefinitely——. 9. Having become weary of the——debate, they agreed to——their decision until the next meeting. 10. They were notified that shipment of the goods had been——, owing to a rumor that freight rates would shortly be reduced. 11. It was evident that he had endeavored to——the controversy solely that he might profit by the——.

EXERCISE 93.

Event, Incident, Accident, Adventure, Occurrence.

Event signifies that which falls out or turns up; *incident* signifies that which falls in or forms a collateral part of anything; *accident* signifies that which falls out or happens; *adventure* signifies that which comes to or befalls one; *occurrence* signifies that which runs or comes in the way.

These terms are expressive of what passes in the world, which is the sole signification of the term *event;* while to that of the other terms are annexed some additional ideas. An *incident* is a personal *event;* an *accident* is an unpleasant *event;* an *adventure* is an extraordinary *event;* an *occurrence* is an ordinary or domestic *event.* *Event*, in its ordinary and unlimited acceptation excludes the idea of chance; *accident* excludes that of design; *incident*, *adventure*, and *occurrence* are applicable in both cases.

Events affect nations and communities as well as individuals; *incidents* and *adventures* affect particular individuals; *accidents* and *occurrences* affect persons or things particularly or generally, individually or collectively.

Event, when used for individuals, is always of greater importance than an *incident.*

Fill each blank in the following sentences, using the appropriate synonym.

1. During the yearly celebration of a certain——of national importance, there are usually many——. 2. Among the interesting——in the biography of Israel Putnam is the account of his——with the wolf. 3. The paper contained a full account of the railway——and reports of several other unfortunate——; altogether it had been an——day. 4. Novels derive most of their charms from the extravagance of the——which they describe. 5. History records the——of nations. 6. He related several amusing——of his journey. 7. We were informed that such——were everyday——at the factory, owing to the carelessness of the workmen. 8. He was fond of reading stories of——with Indians. 9. I was present at the time of the——and observed the whole

proceeding. 10. He told me a little——of the voyage, that served to show how good-natured the captain was. 11. Memorable——in history, and well-known——in the lives of great men, furnish the lecturer with illustrations that are all the more forcible because his hearers are familiar with them.

EXERCISE 94.

Enemy, Foe, Adversary, Opponent, Antagonist.

Enemy signifies one that is unfriendly; *foe* signifies one that bears a hatred; *adversary* signifies one that takes part against another; *opponent* signifies one pitted against another; *antagonist* signifies one struggling against another.

An *enemy* is not so formidable as a *foe;* the former may be reconciled, but the latter always retains a deadly hatred. An *enemy* may be so in spirit, in action, or in relation; a *foe* is always so in spirit, if not in action likewise. A man may be an *enemy* to himself, though not a *foe.* Those who are national or political *enemies* are often private friends; but a *foe* is never anything but a *foe. Adversaries* set up their claims, and frequently urge their pretensions with angry strife; but interest or contrariety of opinion more than sentiment stimulates to action. *Opponents* set up different parties, and treat each other with acrimony; but their differences do not necessarily include anything personal. *Antagonists* are a species of opponents who are in actual engagement. Direct exertion, but not anger, is concerned in making the *antagonist.*

Enemies make war, aim at destruction and commit acts of personal violence. *Adversaries* are contented with appropriating to themselves some object of desire, or depriving their rival of it—cupidity being the moving principle and gain

the object. *Opponents* oppose each other systematically and perpetually; in their disputes they aim each at being thought right. Tastes and opinions are commonly the subjects of debate; self-love oftener than a love of truth is the moving principle. *Antagonists* engage in a trial of strength; victory is the end; the love of distinction or superiority the moving principle. The contest may lie either in mental or physical exertion; may aim at superiority in a verbal dispute or in a manual combat.

Fill each blank in the following sentences, using the appropriate synonym.

1. In his reply, the arguments of his——were all met and overcome. 2. Litigants are necessarily——but not always ——. 3. A secret——is worse than an open——. 4. The ——continued the combat until both were exhausted. 5. Man has many—— ; but his evil passions are his worst——. 6. The evil one is called the——of mankind. 7. Envy is a ——to happiness. 8. Whoever is an——of good government is an——to society. 9. A selfish man is his own worst——. 10. I have no feeling of——toward my late——. 11. His ——in the debate was a lawyer. 12. The candidate's violent speech——many voters. 13. He remarked to his——that he did not wish to prolong the discussion. 14. His most active——on this occasion was a personal friend.

EXERCISE 95.

Acquire, Obtain, Gain, Win, Earn.

Acquire signifies to seek or get to one's self; *obtain* signifies to lay hold or secure within one's reach; *gain* and *win* both signify to get into one's possession; *earn* signifies to reap, or get by labor.

The idea of getting is common to these terms, but the circumstances of the action vary. We *acquire* by our own efforts; we *obtain* by the efforts of others, as well as of ourselves; we *gain* or *win* by striving; we *earn* by labor.

Talents and industry are requisite for *acquiring;* what we *acquire* comes gradually to us in consequence of the regular exercise of our abilities. Things are *obtained* by all means, honest or dishonest; whatever comes into our possession agreeable to our wishes is *obtained.* Fortune assists in both *gaining* and *winning*, but particularly in the latter case. A good constitution and full employment are all that is necessary for *earning* a livelihood.

What is *acquired* is solid, and produces lasting benefit; what is *obtained* may often be injurious to one's health, one's interests, or one's morals; what is *gained* or *won* is often only a partial advantage, and transitory in its nature; what is *earned* serves first to defray expenses.

Knowledge, honor and reputation are *acquired;* favors and requests are *obtained;* a victory or battle, an advantage, or a pleasure is *gained;* a game or prize is *won;* wages are *earned.*

Fill each blank in the following sentences, using the appropriate synonym.

1. We can not——knowledge without study. 2. To——esteem we must be polite. 3. That which we——is prized more than sudden——. 4. Those who——benefits should be grateful. 5. He——a clear title to the property. 6. What is——hastily is soon lost. 7. Information is——by inquiry. 8. The——of the railway increased largely. 9. The lady's favor was hard to——. 10. Men——nothing by deceit. 11.

The clerk——a salary of $12 per week, which he fully——. 12. Ill-gotten——(that is, those——by dishonest means) curse the——. 13. If he——the position he will do well. 14. Money is coveted for what it will——. 15. Distinction is——by merit coupled with industry.

EXERCISE 96.

Examination, Search, Inquiry, Research, Investigation, Scrutiny.

Examination is the most general of these terms, which all agree in expressing an active effort to find out that which is unknown. The *examination* is made either by the aid of the senses or the understanding, the body or the mind; the *search* is principally a physical action; the *inquiry* is mostly intellectual. We *examine* a face or we *examine* a subject; we *search* a house or a dictionary; we *inquire* into a matter. An *examination* is made for the purpose of forming a judgment; the *search* is made to ascertain a fact; the *inquiry* is made in order to arrive at truth.

To *examine* a person is either by means of questions to get at his mind, or by means of looks to become acquainted with his person; to *search* a person is by corporeal contact to learn what he has about him. We *examine* the features of those who interest us; officers of justice *search* those who are suspected. *Examinations* and *inquiries* are both made by means of questions; but the former is an official act for a specific end, the latter is a private act for purposes of convenience or pleasure. Students undergo *examinations* from their teachers; they pursue their *inquiries* themselves.

A *research* is an *inquiry* into that which is remote; an *investigation* is a minute *inquiry*; a *scrutiny* is a strict *examination*. Learned men of inquisitive tempers make *researches* into antiquity; magistrates *investigate* doubtful and mysterious affairs, and physicians *investigate* the causes of diseases; men *scrutinize* the actions of those whom they hold in suspicion. Acuteness and penetration are peculiarly requisite in making *researches;* patience and perseverance are the necessary qualifications of the *investigator;* a quick discernment will essentially aid the *scrutinizer*.

Fill each blank in the following sentences, using the appropriate synonym.

1. The railroad company promised to——the claim. 2. He moved that a committee of——be appointed to——the charges of bribery. 3. Though they subjected his work to the closest ——, they could discover no flaw in it. 4. The assiduous historian extended his——beyond those of any of his predecessors. 5. After a thorough——of the books, he reported them correct. 6. The bookkeeper made a careful——for the missing paper, but without success. 7. This important scientific discovery was the result of patient——and long continued——. 8. Letters of——were so often received that the company decided to publish a pamphlet of information. 9. The paying teller carefully——the signature of the check to satisfy himself as to its genuineness. 10. Being aware that he was the object of a great deal of——, he felt ill at ease. 11. Diligent——failed to elicit any further information in regard to the object of their——. 12. Having finished the ——of witnesses, they expressed themselves as fully satisfied with the results of the——.

EXERCISE 97.

Explain the difference in meaning, and put in sentences.

1. acknowledge, confess.
2. acquit, absolve, exonerate.
3. actual, real.
4. adjacent, adjoining, contiguous.
5. admit, permit, allow.
6. approval, approbation.
7. artisan, artist.
8. authentic, genuine.
9. avenge, revenge.
10. belief, faith.

EXERCISE 98.

Explain the difference in meaning, and put in sentences.

1. calculate, reckon, compute.
2. causes, reasons.
3. commander, leader.
4. conciliate, reconcile.
5. confute, refute.
6. contented, satisfied.
7. cultivation, culture.
8. custom, habit.
9. defend, protect.
10. difficulty, obstacle.

EXERCISE 99.

Explain the difference in meaning, and put in sentences.

1. discover, invent.
2. divide, separate, distinguish.
3. ease, facility.
4. estimate, esteem, appreciate.
5. empty, vacant.
6. excite, incite.
7. exert, exercise.
8. grieve, mourn, lament.
9. healthy, wholesome.
10. impracticable, impossible.

EXERCISE 100.

Explain the difference in meaning, and put in sentences.

1. inclination, disposition.
2. miserable, wretched.
3. neglect, negligence.
4. occasion, opportunity.
5. particular, peculiar.
6. peaceable, peaceful.
7. pride, vanity.
8. punishment, chastisement.
9. rational, reasonable.
10. receive, accept.

EXERCISE 101.

Explain the difference in meaning, and put in sentences.

1. repentance, contrition.
2. robber, thief.
3. safety, security.
4. satisfy, satiate.
5. sufficient, enough.
6. teach, learn.
7. trust, credit.
8. try, attempt, endeavor.
9. tyranny, oppression.
10. whole, entire, complete.

EXERCISE 102.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. abate
2. affix
3. annul
4. attempt (n.)
5. blemish (n.)
6. choose
7. contrivance
8. displease
9. energy
10. expand
11. furious
12. heroic
13. insidious
14. jeopardy
15. lead (v.)
16. maxim
17. noble
18. pattern
19. petty
20. precise
21. relevant
22. soothe
23. tell
24. trouble
25. valuable

EXERCISE 103.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. abet
2. affluence
3. apparent
4. augment
5. bold
6. class (n.)
7. custody
8. dispute (n.)
9. equal (a.)
10. famous
11. grand
12. hurtful
13. insolent
14. joy
15. lie (n.)
16. mean (a.)
17. notion
18. peaceful
19. pine (v.)
20. proper
21. remarkable
22. splendid
23. tender
24. true
25. verge

EXERCISE 104.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. abnormal
2. agile
3. opposite
4. auspices
5. border
6. clothes
7. damage
8. distinct
9. era
10. fasten
11. great
12. idea
13. institute (v.)
14. just (a.)
15. lift
16. mention (v.)
17. noxious
18. peerless
19. place (n.)
20. quaint
21. rescind
22. stay
23. think
24. trust (n.)
25. victuals

EXERCISE 105.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. abstain
2. aid
3. apt
4. austere
5. brave
6. colossal
7. deceit
8. dread (*n.*)
9. error
10. fear
11. grief
12. illustrious
13. instrument
14. keen
15. lively
16. merry
17. object (n.)
18. peevish
19. placid
20. quarrel (n.)
21. rogue
22. support (v.)
23. tolerate
24. tumult
25. vigorous

EXERCISE 106.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. absurd
2. allege
3. arrange
4. aversion
5. calm
6. commerce
7. decrease (v.)
8. droll
9. essential
10. flow
11. group
12. immense

13. integrity
14. keep
15. ludicrous
16. method
17. obvious
18. perfume
19. plain
20. quick
21. rough
22. suppose
23. torment (v.)
24. uncommon
25. wavering

EXERCISE 107.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. abundant
2. always
3. artifice
4. bargain
5. cancel
6. compensation
7. deem
8. eccentric (a.)
9. estate
10. foolish
11. gruff
12. impertinent
13. intent (n.)
14. kind (a.)
15. magnificence
16. mysterious
17. old
18. peril
19. plan
20. quite
21. route
22. sure
23. transcend
24. unusual
25. way

EXERCISE 108.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. accelerate
2. amend
3. ask
4. beautiful
5. candid
6. competent
7. delighted
8. effects (n.)
9. eternal
10. force
11. guard
12. incite
13. intimate (v.)
14. kindle
15. malice
16. necessary
17. ornament (v.)
18. period
19. pleasant
20. rational
21. safe
22. swift
23. treacherous
24. upright
25. welcome (a.)

EXERCISE 109.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. accommodate
2. ample
3. assemble
4. benign
5. captious
6. complete
7. discern
8. efficient
9. even (a.)
10. fragile
11. guess
12. indication
13. intrepid
14. lament
15. manifest (v.)
16. nice
17. pain
18. perpetual
19. polite
20. real
21. sample
22. tale
23. trial
24. utterly
25. yield

EXERCISE 110.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. accurate
2. anger
3. associate (n.)
4. blame (v.)
5. capture
6. concise
7. disease
8. eminent
9. evident
10. free
11. harass
12. inform
13. invite
14. kind (n.)
15. large
16. mark (n.)
17. niggardly
18. paltry
19. perplex
20. ponder
21. reason (n.)
22. sly
23. teach
24. trick
25. vain

EXERCISE 111.

Copy the following words and write opposite each one ***four*** *other words which have the same or similar meaning.*

1. actual
2. announce
3. astonishing
4. bland
5. celerity
6. contemptible
7. dismal
8. endeavor (v.)
9. exact (a.)
10. frightful
11. hard
12. injury

13. irrational
14. lasting
15. manifest (a.)
16. massive
17. nimble
18. path
19. pert
20. portend
21. recreation
22. smart
23. tedious
24. trifling
25. valid

EXERCISE 112.

Copy the following sentences, substituting for **each** *of the italicized words a more appropriate synonym. Make no other changes.*

1. An *unusual* officer was posted near by to *defend* the entrance *of* the building. 2. Such *unusual efforts*, if continued, will eventually wear out his *power*. 3. A man *that* takes *lots* of *salutary* exercise in the *vacant atmosphere* and *devours healthy* food will not *frequently demand* the *offices* of a *doctor*. 4. New York is an *affluent* city, and many of its *New Yorkers* are men of *riches*. 5. The officials are now *managing* an examination into the *matters* of the *establishment*, with a view to *detecting* any abuses that may have existed under the *previous direction*. 6. The *compensation* of a good deed is found in the *sensibility* of inward *concurrence*. 7. It was *visible* that he did not try to *refine* his *remembrance*. 8. Those who *infract* the law must *disburse* the *forfeiture*. 9. His *hurts* proved *deadly*, having been *disregarded* too long. 10. The man was *enticed* into investing in this *dubious* venture by *fictitious* friends.

"CONJUGATES."

A ***conjugate*** (or *paronym*) is "a word agreeing in derivation with another word, and therefore generally resembling it in signification."

In some cases the derived words clearly retain the idea of the common root, and thus have a relation in meaning. In other cases they have so changed from their original signification that they are now related only in form.

Let the student "look up" the definitions of the words in the following exercises, taking pains to observe their relations and differences in meaning; then give sentences illustrating their use.

EXERCISE 113.

Define the following words and use them in sentences.

1. acceptance, acceptation.
2. access, excess.
3. act, action.
4. affect, effect.
5. barbarism, barbarity.
6. beneficent, beneficial.
7. capable, capacious.
8. civil, civic.
9. coherence, cohesion.
10. college, colleague.

EXERCISE 114.

Define the following words and use them in sentences.

11. commemorate, remember.
12. compliment, complement.
13. conceit, conception.
14. confess, profess.
15. conscience, consciousness.
16. consequent, consequential.
17. constant, constituent.
18. continual, continuous.
19. credible, credulous.
20. deface, efface.

EXERCISE 115.

Define the following words and use them in sentences.

21. deficiency, deficit.
22. distinct, distinguished.
23. domain, dominion.
24. duration, endurance.
25. efficacious, effectual.
26. efficient, effective.
27. emigrate, immigrate.
28. expect, suspect.
29. fanciful, fantastic.
30. feminine, effeminate.

EXERCISE 116.

Define the following words and use them in sentences.

31. formalism, formality.
32. general, generic.
33. genius, genus.
34. graceful, gracious.
35. harmonic, harmonious.
36. honorable, honorary.
37. human, humane.
38. immature, premature.
39. imperious, imperial.
40. infinite, indefinite.

EXERCISE 117.

Define the following words and use them in sentences.

41. ingenious, ingenuous.
42. inquest, inquisition.
43. instantaneous, instant.
44. intellect, intelligence.
45. intense, intent.
46. juror, jurist.
47. literary, literal.
48. luxurious, luxuriant.
49. memorandum, memorial.
50. memory, memoir.

EXERCISE 118.

Define the following words and use them in sentences.

51. mechanics, mechanism.
52. miserable, miserly.
53. momentary, momentous.
54. notable, notorious.
55. numerous, numeral.
56. nutriment, nutrition.
57. observance, observation.
58. organization, organism.
59. ostensible, ostentatious.
60. partner, partisan.

EXERCISE 119.

Define the following words and use them in sentences.

61. pedestal, pedestrian.
62. pertinent, pertinacious.
63. physic, physics.
64. policy, polity.
65. political, politic.
66. populace, population.
67. premier, primate.
68. primary, primitive.
69. process, procession.
70. product, produce.

EXERCISE 120.

Define the following words and use them in sentences.

71. propose, purpose.
72. rate, ratio.
73. regiment, regimen.
74. remittance, remission.
75. reservation, reserve.
76. responsible, responsive.
77. rote, rotation.
78. sagacious, sage.
79. salutary, salubrious.
80. sanguine, sanguinary.

EXERCISE 121.

Define the following words and use them in sentences.

81. scribe, scribbler.
82. sectarian, sectional.
83. sensible, sentient.
84. specie, species.
85. spectator, specter.
86. spiritual, spirituous.
87. suit, suite.
88. sumptuous, sumptuary.
89. supernatural, supernal.
90. tangible, tangent.

EXERCISE 122.

Define the following words and use them in sentences.

91. temporary, temporal.
92. tenant, tenet.
93. tenor, tenure.
94. testament, testimony.
95. tolerable, tolerant.
96. transient, transitory.
97. treatise, treatment.
98. turbulent, turbid.
99. variation, variety.
100. virtuous, virtual.

DEFINITION AND USE OF WORDS.

EXERCISE 123.

Correct the following errors, by substituting proper words for those misused; and improve the wording of the sentences where necessary.

1. The soldiers had to give up fighting because their militia gave out.
2. The treason Benedict Arnold was despised.
3. Hesitate to think before you answer.
4. The squirrel ran into the orifice in the tree.
5. The man was effected with rheumatism.
6. His heart is somewhat effected, I think.
7. The man was sentenced with guilt.
8. She had a very lenient way of expressing her displeasure.
9. He professed his guilt.
10. If you apply salve to that sore, it will remedy it in a short while.
11. The medal was rewarded to him for his bravery.
12. The Indians excruciated their captives.
13. His crime was so great that it could not be erased.
14. The workmen dug up the cranium of an Indian while making the execrations.
15. The asterisk was very bright.
16. He infringed on the law.
17. The secret was concealed.
18. The verdict for the prisoner was ten years.
19. An academy is an institution for the decimation of learning.
20. The caricature evicted roars of merriment.

EXERCISE 124.

Correct the following errors, by substituting proper words for those misused; and improve the wording of the sentences where necessary.

1. The murderer was innocent.
2. The jury issued a verdict of guilty after a few minutes debate.
3. They could not impel him to do it.
4. A great many are intricated in that crime.
5. The house was devoid.
6. James and Henry acceded to go with us.
7. The streak of lightning was graphic.
8. The air in this room is very dense.
9. Study improves the mental features.
10. The yearly manufacture of coal in the United States is very great.
11. He is impartial to his trust.
12. The man has considerable political affluence.
13. He displayed great fervor of intellect.
14. The peach crop this season was fertile.
15. He was intercepted from carrying out his plan.
16. The church was decorated with a confusion of flowers tastefully arranged.
17. Her handwriting was eligible.
18. The police were trying to reveal the hiding place of the robbers.
19. This man was formally a good customer of ours, and I would recommend you to illicit his trade.
20. Many prominent persons were illicited in support of the defense, but the jury rendered a verdict in favor of the plaintive.

EXERCISE 125.

Correct the following errors, by substituting proper words for those misused; and improve the wording of the sentences where necessary.

1. His remark solicited a loud burst of acclamation.
2. His property expands to the river.
3. She played the complement admirable.
4. A large bridge expands the river at that point.
5. He is not complement to fill such a position.
6. The question harassed her.
7. You are always opposite to any plan I dispose.
8. The floors gave away and fell with a loud clamor.
9. She had a very dilemma piece of music to perform.
10. There is a vacuum space in many homes.
11. Is the house vacuum?
12. The bear is heinous when angered.
13. In the city there are spigots in nearly every house.
14. It was not necessity for her to do so.
15. I found it useless to demonstrate with him.
16. Between the two rooms there is a petition.
17. Several men anticipated in the fight.
18. The crowd was disbursed by the appearance of a policeman.
19. He lives in a superb of the city.
20. He had been conduced to rent compartments in a building up town.

EXERCISE 126.

Correct the following errors, by substituting proper words for those misused; and improve the wording of the sentences where necessary.

1. The mirror is lucid.
2. The merchant threatened to dispel all his clerks.
3. The boy was dispelled from school.
4. The carpenter made some dimensions.

5. He will inherit the money to his brother.
6. The culprit was stopped up.
7. To sieve ashes is very disagreeable.
8. He was arrested as a flagrant.
9. He suffixed his signature to the petition.
10. Such expression are very defensive.
11. That whip has proved very permanent.
12. He was found very insufficient as a clerk.
13. The sentence was worded so that he could not construct it to mean anything else.
14. He had a strong tendency to read the book.
15. The man has a very amicable disposition.
16. This book contains useful inflammation.
17. Are you unerring that the example is write?
18. The girl attended to her work at the incipient of the day, and then she had it finished in time.
19. Alter that mistake then your paper will be alright.
20. Harrisburg is the metropolis of Pa.

EXERCISE 127.

Correct the following errors, by substituting proper words for those misused; and improve the wording of the sentences where necessary.

1. They intend to enhance the building and have a store under it.
2. The people are not very abundance at the north pole.
3. Hoist the window!
4. The lynx is a vivid animal.
5. She has a haughty and imperative disposition.
6. The house was erected by lightning.
7. There is great adversity of opinion among them on that subject.
8. His talk is quite incohesive at times.
9. The student tried to ameliorate his reading but it was a failure.
10. It was a difficult apparition to deform.

11. They decided to make a prominent arrangement with him.
12. My father is quite imminent with the owner of that building.
13. He was unwilling to except the offer.
14. The editor got an anomalous letter about the man.
15. I would proffer to be by myself.
16. We studied about the abrasion of light in the philosophy class.
17. That man is a great ingenious.
18. They did it in appliance with the orders they had.
19. He is comprehensive that the firm may fail.
20. He had always been accustomed to luxuriant living.

EXERCISE 128.

Define the following words and use them in sentences.

(A *definition* is "such a description of a word or thing as serves to distinguish it from all other things." In the following exercises give *definitions*, not *synonyms*.)

1. accede
2. ascertain
3. assets
4. course
5. creditable
6. discrepancy
7. deprecated
8. encouragement
9. facilities
10. heinous
11. imminent
12. illiterate
13. municipal
14. principle
15. prestige
16. robust
17. surmise
18. suspense
19. sanguine
20. usury

EXERCISE 129.

Define the following words and use them in sentences.

1. advice
2. anticipate
3. billed
4. characterized
5. capillary
6. descent
7. deleterious
8. exaggerate
9. funereal
10. hereditary
11. imperative
12. maritime
13. mediocre
14. ornate
15. pecuniary
16. premature
17. rife
18. superficial
19. sparse
20. unprecedented

EXERCISE 130.

Define the following words and use them in sentences.

1. accrued
2. affect
3. collateral
4. compromise
5. complaisant
6. desirability
7. ether
8. excellence
9. function
10. imperceptible
11. inflexible
12. judicious
13. menace
14. palette
15. palliate
16. respite
17. serial
18. sagacity
19. succumb
20. voracity

EXERCISE 131.

Define the following words and use them in sentences.

1. appliances
2. arraign
3. borne
4. commodities
5. concur
6. device
7. extent
8. exception
9. finale
10. incapacitated
11. illicit
12. leisure
13. maintenance
14. precision
15. precede
16. recede
17. stationary
18. suite
19. treatise
20. vulnerable

EXERCISE 132.

Define the following words and use them in sentences.

1. allude
2. accuracy
3. censure
4. confidant
5. debris
6. definite
7. exhibits
8. especially
9. fulsome
10. intercede
11. ingenuous
12. loose
13. martial
14. pleas
15. quorum
16. rescind
17. statute
18. statistics
19. tendency
20. vicissitude

EXERCISE 133.

Define the following words and use them in sentences.

1. accept
2. altogether
3. apprehensive
4. bourn
5. complacent
6. deteriorate
7. effect
8. effigy
9. futile
10. incite
11. inaccurate
12. liniment
13. mien
14. prevalence
15. ratify
16. requite
17. symbol
18. solace
19. transmission
20. vitiate

EXERCISE 134.

Define the following words and use them in sentences.

1. advise
2. adequate
3. consummate
4. canvass
5. disease
6. encore
7. exceed
8. essay
9. fundamental
10. inadequate
11. impetus
12. lineament
13. negotiate
14. partisan
15. responsibility
16. recurrence
17. scathing
18. solicitous
19. tedious
20. valiant

EXERCISE 135.

Define the following words and use them in sentences.

1. acquire
2. accommodate
3. belligerent
4. cereal
5. confiscate
6. decease
7. expectation
8. extricate
9. fastidious
10. inclemency
11. influential
12. liquidate
13. necessity
14. principal
15. recommend
16. relinquish
17. subtle
18. sinecure
19. threshold
20. vagary

EXERCISE 136.

Define the following words and use them in sentences.

1. augmented
2. allegation
3. courteous
4. caret
5. custom
6. devise
7. expenditure
8. eradicate
9. gratuitous
10. inexhaustible
11. inevitable
12. lucrative
13. nauseous
14. project
15. reference
16. reminiscence
17. successors
18. species
19. temerity
20. vehement

EXERCISE 137.

Define the following words and use them in sentences.

1. allowance
2. apprise
3. coarse
4. confidential
5. connoisseur
6. dissent
7. elicit
8. exterminate
9. fictitious
10. injunction
11. impossible
12. loquacious
13. nucleus
14. palate
15. respectively
16. revulsion
17. syndicate
18. summary
19. transient
20. versatile

EXERCISE 138.

Define the following words and use them in sentences.

1. assignable
2. access
3. council
4. compensation
5. clique
6. discredited
7. excess
8. expedite
9. grateful
10. imbecile
11. infallible
12. mutilate
13. negotiable
14. plaintive
15. radiant
16. routine
17. stationery
18. strata
19. tangible
20. whether

EXERCISE 139.

Define the following words and use them in sentences.

1. alligation
2. attachment
3. convenience
4. chargeable
5. construe
6. depicted
7. exorbitant
8. erroneous
9. glutinous
10. incidents
11. intrigue
12. notable
13. pallet
14. precedent
15. revenue
16. semblance
17. sculpture
18. supple
19. technical
20. wreathes

EXERCISE 140.

Define the following words and use them in sentences.

1. appraise
2. arrears
3. competent
4. compliance
5. cartoon
6. despicable
7. elude
8. emanated
9. gratis
10. illegible
11. investigate
12. maturity
13. occurrence
14. probity
15. retrieve
16. seclusion
17. satisfactory
18. satire
19. tenacious
20. wield

EXERCISE 141.

Define the following words and use them in sentences.

1. assay
2. acquiesce
3. costume
4. clothe
5. captious
6. dissemble
7. extant
8. formerly
9. gracious
10. inducements
11. irrelevant
12. mettle
13. opportune
14. participate
15. recompense
16. specious
17. supersede
18. trite
19. undeviating
20. weird

EXERCISE 142.

Define the following words and use them in sentences.

1. advantageous
2. anomalous
3. carat
4. confirmation
5. culpable
6. docile
7. evasion
8. favorably
9. gorgeous
10. importunate
11. ineligible
12. indigent
13. multiplicity
14. ordinance
15. pique
16. replenish
17. savory
18. statue
19. symptom
20. whereas

EXERCISE 143.

Define the following words aud use them in sentences.

1. accumulated
2. aggregate
3. capitol
4. counsel
5. deference
6. discretion
7. essential
8. formally
9. hoarse
10. insight
11. indomitable
12. miscellaneous
13. obstacle
14. perfunctory
15. retrograde
16. serene
17. salutary
18. surfeit
19. undulations
20. zealous

EXERCISE 144.

Define the following words and use them in sentences.

1. approval
2. assess
3. current
4. correspondents
5. disbursements
6. decipher
7. endeavor
8. financial
9. harass
10. ingenious
11. interrogated
12. morbid
13. ostensible
14. peremptory
15. retributive
16. subsidize
17. stature
18. substantiate
19. unsophisticated
20. veracity

ONE HUNDRED DIFFICULT WORDS.

Learn the Definitions.

1. achromatic
2. acrid
3. anachronism
4. aniline
5. antipodes
6. antiseptic
7. aphorism
8. aquiline
9. badinage
10. bagatelle
11. bivouac
12. bizarre
13. calcareous
14. calcined
15. caricature
16. charlatan
17. chicanery
18. concatenation
19. contumely
20. denizens
21. desiccated
22. didactic
23. dilettanti
24. elixir
25. empirical
26. environs
27. ermine
28. epigram
29. escutcheon
30. extirpate
31. fillet
32. garrulity
33. gregarious
34. hereditament
35. hirsute
36. hypercritical
37. idiosyncrasy
38. igneous
39. incubus
40. indigenous
41. iridescent
42. irrefragable
43. lethargic
44. literati
45. lugubrious
46. macerate
47. maelstrom
48. medallion
49. microcosm
50. misanthrope

51. mnemonic
52. monody
53. moribund
54. myrmidon
55. naively
56. numismatic
57. obdurate
58. obliquity
59. odium
60. ophthalmic
61. pageant
62. panegyric
63. paraphernalia
64. paraphrase
65. pariah
66. partitive
67. phalanx
68. philatelic
69. pilaster
70. piquant
71. plenipotentiary
72. posthumous
73. prefect
74. presage
75. prescience
76. prothonotary
77. publicist
78. puissant
79. recondite
80. refluent
81. rescission
82. resumé
83. sacrament
84. salient
85. saline
86. sardonic
87. scintilla
88. serried
89. silhouette
90. soirée
91. solstice
92. splenetic
93. travesty
94. trenchant
95. truculent
96. tyro
97. vampire
98. vignette
99. vitreous
100. wroth

CAPITALIZATION.

Rule 1.—The first word of every sentence should begin with a capital letter.

Rule 2.—Every proper noun, or individual name, should be capitalized.

Rule 3.—The pronoun *I* and the interjection *O* are never to be written in "lower case."

Rule 4.—Most abbreviations (especially initials) are capitalized.

Rule 5.—Proper adjectives should be capitalized.

Rule 6.—All words used to denominate the Deity should be written with capitals.

Rule 7.—Titles of honor or courtesy should be capitalized.

Rule 8.—The names of things *personified* should begin with capital letters.

Rule 9.—Every line of poetry, and the first word of every direct or complete quotation, should begin with a capital.

Rule 10.—The principal words in titles and headings are capitalized, and any word of special importance may be capitalized by way of emphasis or distinction.

The following illustrations, given in Kerl's Grammar, serve to show the importance of the proper use of capitals:

The Monticello academy is an academy in Monticello that bears the name of Montrose Academy.

The city of New York, or New York city, is generally called New York; but Jersey City or Jefferson City needs both words to make the name.

"William Penn with a few Friends" is very different from "William Penn with a few friends."

The phrase "Divine assistance" refers directly to God, but the phrase "divine beauty" does not.

Such is the union of the States that they are often called the Union or the United States.

I went with him to visit the Lakes; *i. e.*, a celebrated group of lakes.

"The Erie Canal" is wholly a name; but the "Erie and Ohio canal" is understood as being the canal between Lake Erie and the Ohio river.

We can see white mountains in almost any mountainous country, but the White Mountains are in New Hampshire.

"Our Constitution" does not refer to our health, nor does "our State" refer to our condition.

"The state of Virginia" may mean how Virginia is.

In the most modern style the word *street*, in names of streets, is written with a small initial; as, Peirce School is on Chestnut street, near the corner of Ninth street.

The names of the seasons—spring, summer, autumn or fall, and winter—are written without capitals; but the months of the year—January, February, March, etc.—and the days of the week—Sunday, Monday, Tuesday, etc.—are always capitalized.

PUNCTUATION.

FULL POINTS.

Every sentence ends with a full stop.

The distinguishing feature of a full stop is a *dot on the line* of writing (with or without some other mark). The full-points are: (1) The simple full stop (.) called the ***period;*** (2) the full stop after a question (?) called the ***interrogation point,*** or question mark ; (3) the full stop after an exclamation (!) called the ***exclamation point;*** and (4) the ***colon*** (:) used at the end of a sentence which introduces (a) a list of articles, (b) a series of sentences or expressions, (c) a formal quotation. (This mark was formerly used as an intermediate point, but is now used almost exclusively as a full stop.)

INTERMEDIATE POINTS.

The intermediate points are used to separate the parts of a sentence, where necessary, in order to assist the reader to grasp more readily its meaning.

The intermediate points are: (1) The ***comma*** (,) which is the ordinary mark of separation (indicating a pause in reading); and (2) the ***semicolon*** (;) which is used to distinguish the greater divisions of a sentence from those of minor importance, when the form of expression necessitates subdivision. The question mark (?) and exclamation point (!) are also (rarely) used as intermediate points, when a sentence is included within a sentence; as when a question is quoted with some additional expression forming part of the same sentence; or when an exclamation is included in a sentence, that is, when it is followed by an expression to which it is closely united.

General Ideas on the Full Points. (. ? ! :)

(1) The "dot on the line," which, when standing alone, is called the period (.), is always a notification to the reader that "The sentence ends here." (2) The question mark (?) notifies the reader, "The sentence ends here; the sentence just ended is to be understood as a question." (3) The exclamation (!) says, "The sentence ends here; this sentence is to be understood as expressing *surprise*, astonishment, indignation or other *feeling* on the part of the writer." (4) The colon (:) says, "The sentence ends here; this sentence *introduces* what follows, and is to be understood as relating to all parts alike."

Observe that there is a "dot on the line" at the end of *every sentence*; it forms part of every full stop.

General Ideas on the Intermediate Points. (, ;)

Observe that the semicolon is a "greater comma"—a "comma with a dot over it"; that the part *on the line* is the same as the comma; that in all these points—full points and intermediate points—the part on the line is either a *period* or a *comma*, and that this marks the distinction between full stops and intermediate points—the full points are plain and modified *periods*, and the intermediate points are a plain and a modified *comma*.

1. There are two kinds of punctuation, which differ principally in the use of the *comma*. *Close punctuation* is characterized by the use of many commas; *open punctuation*, by the "avoidance of all pointing not clearly required by the construction." As the object of punctuation is "to facilitate a clear comprehension of the sense," *open punctuation* has become the prevalent usage.

2. The *semicolon* should never be used except between independent expressions, that is, those which are capable of standing alone as separate sentences or items in lists.

THE FULL POINTS.

I. The Period. (.)

Rule 1.—A sentence that expresses an ordinary statement—called a declarative sentence—ends with a period.

Your favor of the first instant came duly to hand.

The goods are satisfactory.

We have not yet received a reply to our communication of the 12th ultimo.

Rule 2.—A sentence that expresses a command, direction or request—called an imperative sentence—ends with a period.

Ship the above by freight at once.

Accept our thanks for your promptness.

Please do what you can for us.

Kindly call and examine them at your earliest opportunity.

II. The Interrogation Point. (?)

Rule 3.—A sentence that expresses a question—called an interrogative sentence—ends with an interrogation point.

Is it expected that these assessments will be sufficient to cover all expenses?

May we ask the kindness of your receipting and returning to our cashier the enclosed voucher?

Can you not favor us with an order?

Will you kindly call and examine them at your earliest opportunity?

III. The Exclamation Point. (!)

Rule 4.—A sentence that expresses surprise, astonishment, or strong *feeling*—called an exclamatory sentence—ends with an exclamation point. (Sometimes with more than one.)

What an idea!

Selling out below cost!!!

Rule 5.—The exclamation point should be placed after an interjection.

Hark! Did you hear that noise?

Hush! They will hear you.

IV. The Colon. (:)

Rule 6.—A sentence that introduces a list of articles, a series of sentences or expressions, or a formal quotation, ends with a colon.

1. Introducing a list of articles.

We have reduced prices on all grades as follows:

Selected No. 1 X, $11.75 per gross ton.
" No. 2 X, 11.25 " " "
" No. 2 Plain, 10.75 " " "

Please ship us immediately the following:

150 copies Peirce Manual of Bookkeeping.
100 " Peirce Manual of Business Forms and Customs.

2. Introducing a series of sentences or expressions.

Dear Sir: Your favor of the 1st instant at hand. We have entered your order for shipment. Accept our thanks for same.

The advantages of this appliance are briefly these: 1. It facilitates the work. 2. It saves time. 3. It saves money.

We would suggest that you write to the following persons: A. C. Jones, Chester, Pa.; William Snow, Media, Pa.; R. Townsend, Atlantic City, N. J.

These are the present rates: To Cleveland, 32 cents per 100 lbs.; to Chicago, 38 cents; to Minneapolis, 43 cents.

3. Introducing a *formal* quotation.

We received from him this reply: "Shipment was forwarded this morning."

They have wired us as follows: "Consignees refuse to receive goods. Have shipper advise disposition promptly."

Note 1.—If a quotation is not *formally* introduced, that is, if the introductory expression is not a complete sentence, the comma is used and not the colon. The colon—a full point—marks a full stop for the reader (observe that, in reading, the voice falls at that point); the comma—an intermediate point—indicates a pause only, without lowering of the voice.

He replied, saying, "Shipment was forwarded this morning."

Their telegram reads, "Consignees refuse to receive goods. Have shipper advise disposition promptly."

Note 2.—If a quotation is not *introduced* at all, that is, if the preceding sentence does not directly refer to it, the colon should not be used, but the period.

I would call your attention to some of the remarks in his letter. "This firm is new in the business." "They have not yet an established trade."

Note 3.—The use of the colon in a paragraph conveys to the mind of the reader the same impression that a *brace* does in an outline; as,

Advantages.
1. Facilitates work.
2. Saves time.
3. Saves money.

THE INTERMEDIATE POINTS.

I. The Comma. (,)

Rule 7.—Words or phrases which occur between the more important parts of a sentence and interrupt the connection should be set off by commas.

Mr. Adams, representing Mr. Brown, has appointed Thursday afternoon next for a settlement.

Please send us, if convenient, a few specimens of your work.

We can let you have them, if ordered at once, at six and one half cents per pound.

Is there anything, in your judgment, that can be done to improve the condition of this property?

We have a claim against John Smith, Harrisburg, Pa., amounting to $112.

Mr. Henderson, the shipper, requested us to present the matter to you.

You understand, of course, that we have many such applications.

We think, however, that the demand will be light the balance of this week.

We do not, as a rule, make any deviation from these rates.

In the foregoing illustrations the commas are used to "side-track" the interrupting portion. These interruptions are called "parenthetical expressions." Observe how these sentences will read if the *parenthetical* portion is omitted. Also observe the distinct pause at each comma, in reading these sentences. If a sentence reads just as well, or better, without any pause, it is better to omit commas.

Rule 8.—The comma should be used a separatrix between the parts of a sentence wherever a pause is *necessary* in reading.

(a) To separate the clauses in a compound or complex sentence.

If this is not satisfactory, please notify us at once.

Our principals are urging us for settlement of your September account, and we are compelled to ask that you honor draft on you at ten days from this date.

As there is not much work on the order sheets, perhaps you can work them in at the same cost as catalogue.

Upon receipt of catalogue we will mark the articles we think we can use, and will then write you for prices.

If you will send us a copy, we will let you know further.

If you desire any further information regarding the matter at any time, we shall be pleased to give it to you.

It is very rare for us to have complaint of Upper Lehigh coal, and when we do we endeavor to make satisfactory adjustment.

We regret to say that we are not able to ship at 55c. per ton, and therefore did not enter the order.

This is a very bad time for them to be lying there, as there is a possibility of their freezing.

You can hold us responsible for every word we have expressed in its favor, and we will make good any loss you may sustain by assisting us in placing it before the public.

While we have every wish to be liberal, it is necessary for us to have certain rules to prevent being imposed upon.

If you will kindly give us the date on which this shipment was made, we shall be pleased to issue evidence of shipment.

We are in no hurry for these, but we would like to know that we can have them when we send for them.

We shall esteem it an especial favor if you will have these delivered at once, or if you will give bearer an order to send for them immediately.

(b) To separate the parts of a series of words or phrases.

We also have on hand a large stock of raisins, dates, figs, grapes, etc.

It will save regrets, cash, time and disappointment.

Please mail us an illustrated catalogue of telegraphic instruments, electric batteries, motors, etc.

This journal is devoted to the trade in oils, paints, colors, white lead, varnishes, glass, drugs, chemicals, dyestuffs, glue, starch, etc.

We invite the attention of manufacturers, jobbers and importers.

You are expected to make daily, weekly and monthly reports to this office.

This fan is adapted for use in the house, on the street, upon the cars, at theatres, etc.

(c) To point off independent or "introductory" expressions.

Thanking you for past favors, we solicit your future orders.

Hoping to hear from you soon, we remain, etc.

When mixed with Southern soft irons, it makes a very desirable mixture.

Replying to yours of recent date, we quote you as follows:

(d) To point off "relative" clauses when not *restrictive* (that is, clauses introduced by *who*, *which*, or *that*, which do not *limit* the meaning of the preceding expression.)

We would refer you to Mr. Williams, who is general manager at that point.

We have ordered these goods from Messrs. Wilkins & Co., who are the manufacturers' agents.

We take pleasure in enclosing samples, which we hope may prove satisfactory.

I hope to be favored with your esteemed orders, which shall have careful attention.

Note.—When the relative clause is restrictive it must not be pointed off.

This notice is given in the interest of those who are concerned in the matter.

The goods we shipped were exactly like the sample which he selected.

We thank you very much for the information that you have given us.

II. The Semicolon. (;)

Rule 9.—When the members of a compound sentence are subdivided by the comma, they should be separated from each other by the semicolon.

We have been lenient with you, preferring not to cause you any trouble on this charge; but unless this account is settled within ten days from date, we shall be compelled to take legal steps to investigate.

The cost of making No. 1 would be about $5 or $6; No. 2, $4; and No. 3, about $3.

The mistake, however, was yours; your order called for No. 8100, as you will notice by consulting yours of December 31st.

We do not know why these goods were refused; in fact, we were not aware that they had not been called for.

Rule 10.—Use a semicolon when the conjunction has been omitted between independent clauses.

The information contained in this communication may prove of interest and value to you; it is sent for that purpose.

We note your order; same will go forward to-day.

OTHER MARKS.

The Dash. (—)

Rule 11.—An *abrupt* pause, or sudden change in the construction of the sentence, is indicated by the dash.

You can have the entire lot for that amount—cases and all.

There is one item you have omitted—the fasteners.

The Parenthesis. ( )

Rule 12.—Marks of parenthesis are used when an expression quite disconnected from the rest of the sentence is abruptly introduced.

We have in our December clearance list (a copy of which we enclose herewith) two or three excellent instruments offered at greatly reduced rates.

Dashes are often used in place of the parenthesis.

The books which you have—namely, the visiting and cash books—will be sufficient to prove our claim.

The Hyphen. (-)

Rule 13.—Use the hyphen between the parts of a compound word when both are strongly accented; also at the end of a line, to mark the division of a word when one or more syllables are carried to the next line. Be careful, in such cases, to divide words *between the syllables.*

First-rate ; wheel-shaped ; electro-magnetism ; go-as-you-please.

The Apostrophe. (')

Rule 14.—Use the apostrophe to mark the possessive case of nouns; also to mark the omission of letters from the middle of a word in a few abbreviations formed in this way.

Tennyson's poems ; our nation's flag ; e'er ; o'er ; don't ; 'tis.

Quotations. (" ")

Rule 15.—Quotation marks should be placed before and after all quotations, used as such. A quotation within a quotation is indicated by the use of *single* inverted commas (' ').

We must admit that "much may be said on both sides."

"Wal'r, my boy," replied the captain, "in the Proverbs of Solomon you will find the following words, 'May we never want a friend in need, nor a bottle to give him!' When found, make a note of."—DICKENS, *Dombey and Son.*

EXERCISE 145.

Copy the following sentences, punctuating them according to Rules 1, 2, 3, 4, and 5.

1. The men are working hard
2. The sun is shining brightly
3. Was the cold intense
4. Were you in the carriage
5. Oh the train is wrecked
6. Why did they allow it
7. Can you perform the task
8. Hurrah the field is won
9. Cease that noise
10. You shall do as I say
11. How many acres does the field contain
12. The vessel has three masts
13. What discounts will you allow
14. Is your life insured
15. Does the bin hold eighty-four bushels
16. Are those people industrious
17. What a scandalous report
18. Thirty men were captured
19. What trees those were
20. How many persons were present
21. When do you intend to return
22. He was twelve years of age
23. Do as I tell you
24. How do you like your new residence

EXERCISE 146.

Copy the following sentences, punctuating them according to Rules 7 and 8, and using capital letters and periods where necessary.

1. A bill of yours drawn "as per advice" though without our having been advised of it has this day been presented to us for acceptance.

2. I am extremely anxious in view of the approaching busy season to have this matter cleared up and the account settled.
3. I shall willingly wait as I know that you require time to consider the matter and make the necessary calculations.
4. We trust that you will consider this communication as strictly confidential and we assure you that we shall regard your reply in the same light.
5. We have opened negotiations with mr c e smith agent for vance & co contractors and builders.
6. We have just ordered a large assortment of goods from h b claflin & co of new york.
7. In accordance with your request we enclose you a copy of the contract.
8. In order to accommodate you we have arranged to have the goods delivered a week or ten days earlier.
9. We are glad to report that the firm you inquire about are honest enterprising prudent merchants worthy of credit for all they will buy.
10. Our mr lewis will be in your city on tuesday wednesday and thursday of next week and we hope you will favor him with your orders.

EXERCISE 147.

Copy the following sentences, punctuating according to all the Rules, and using capitals where necessary.

1. He started for cincinnati on saturday june 11 1892.
2. If you receive the order by friday can you ship the goods on or before the following thursday.
3. The other articles although in some demand do not find so ready a sale.
4. Your esteemed favor of the 12th inst is at hand and we take pleasure in complying with your request.

5. We were notified by your agent mr lennox that the goods would be promptly forwarded but we have now waited for over a week without hearing from you.
6. In reply to his friends inquiry the author said the italics are the editors not mine.
7. The eureka is in steady demand the little gem however does not find favor in this market.
8. We do not like them so well as his former style do you.
9. What exclaimed maj arnold do you mean to tell me i am a fool.
10. I am afraid though I didn't tell him so that the firm is about to fail.

EXERCISE 148.

Copy the following sentences, punctuating and using capitals where necessary.

1. Your valued favor of the 20th inst is received with inclosure as stated we pass the amount $123.43 to your credit.
2. Your order to hand and entered for shipment but we beg to say that before shipping we shall await your remittance as we deal only upon a cash basis.
3. We must therefore request you not to draw and under the circumstances you will no doubt consent to wait.
4. As we said in our letter of jan 4 1892 we have no doubt the bill was paid but we want to know to whom it was paid and you certainly must have the receipt.
5. In reply will state that on application to our ticket agent at no 25 s 4th st or at union depot at st louis you can procure through tickets from st louis to albuquerque n mex at the following rates viz first class unlimited $38 second class $30.

6. Was the stock sold reg or s3.
7. Jumping from his chair he shouted hold on there and rushed out after the fleeing boys.
8. Prices may drop at any minute who knows.
9. The city of paris will sail tomorrow.
10. I have been reading twenty years in congress by the hon jas g blaine.

EXERCISE 149.

Copy the following sentences, punctuating and using capitals where necessary.

1. Yours of the 20th inst notifying us of your intention to draw on us at ten days sight is at hand and we reply to advise you of our readiness to accept and pay the draft.
2. We have entire confidence in our agent mr munson in his management of these affairs.
3. We thank you for your letter of 28th ult with order for 50 bbls each of bridal veil and pillsburys best same will go forward promptly.
4. Mr jacksons brother has traveled as solicitor through wisconsin michigan illinois iowa and nebraska and he is now on a tour through missouri and kansas.
5. Their telegram received this morning reads shipped one hundred clarks extra today forward second lot tomorrow.
6. We send you tonight by express care brooks bros topeka kans full case of samples.
7. Can you give us any information in regard to the standing of messrs drake potter & co of dayton o.
8. Mr edwards left early last week for omaha and he asks that I have these orders forwarded to mr smith at omaha as he will be there next wednesday.

9. Will you kindly advise us what the additional charge of $13 22 is for.
10. We think you must be mistaken as to the offer of 10 and 5 off we have no recollection of offering more than the usual rate 10 off.

EXERCISE 150.

Copy the following, using the proper punctuation mark at each of the places indicated and capitals where necessary.

nature is not at variance with art* nor art with nature* they being both the servants of his providence* art is the perfection of nature* were the world now as it was the sixth day* there were yet a chaos* nature hath made one world* and art another* in brief* all things are artificial* for nature is the art of god**sir thomas browne*

it is saying less than the truth to affirm that an excellent book* and the remark holds almost equally good of a raphael as of a milton* is like a well*chosen and well* tended fruit tree* its fruits are not of one season only* with the due and natural intervals* we may recur to it year after year* and it will supply the same nourishment and the same gratification* if only we ourselves return to it with the same healthful appetite**coleridge*

EXERCISE 151.

Copy the following, using the proper punctuation mark at each of the places indicated and capitals where necessary.

books are friends* and what friends they are* their love is deep and unchanging* their patience inexhaustible* their gentleness perennial* their forbearance unbounded* and their

sympathy without selfishness* strong as man* and tender as woman* they welcome you in every mood* and never turn from you in distress**langford*

books are friends which every man may call his own* the friendship of books never dies* it grows by use* increases by distribution* and possesses an immortality of perpetual youth* books are friends who* under no circumstances* are ever applied to in vain* they can be relied on* whoever else or whatever else may fail**langford*

EXERCISE 152.

Copy the following, using the proper punctuation mark at each of the places indicated and capitals where necessary.

as i saw the last blue line of my native land fade away like a cloud in the horizon* it seemed as if i had closed one volume of the world and its concerns and had time for meditation before i opened another* that land* too* now vanishing from my view* which contained all that was most dear to me in life* what vicissitudes might occur in it* what changes might take place in me* before i should visit it again* who can tell* when he sets forth to wander* whither he may be driven by the uncertain currents of existence* or when he may return* or whether it may be ever his lot to revisit the scenes of his childhood**irving*

EXERCISE 153.

Copy the following, using the proper punctuation mark at each of the places indicated and capitals where necessary.

what* then* is to insure this pile* which now towers above me* from sharing the fate of mightier mausoleums* the time must come when its gilded vaults* which now spring so

loftily* shall lie in rubbish beneath the feet* when* instead of the sound of melody and praise* the wind shall whistle through the broken arches* and the owl hoot from the shattered tower* when the garish sunbeam shall break into these gloomy mansions of death* and the ivy twine round the fallen column* and the fox*glove hang its blossoms about the nameless urn* as if in mockery of the dead* thus man passes away* his name perishes from record and recollection* his history is as a tale that is told* and his very monument becomes a ruin**irving*

EXERCISE 154.

Copy the following, using the proper punctuation mark at each of the places indicated and capitals where necessary.

the every*day cares and duties* which men call drudgery* are the weights and counterpoises of the clock of time* giving its pendulum a true vibration* and its hands a regular motion* and when they cease to hang upon the wheels* the pendulum no longer swings* the hands no longer move* the clock stands still**longfellow*

to think often* and never to retain the thought so much as one moment* is a very useless sort of thinking* and the soul* in such a state of thinking* does very little* if at all* excel a looking*glass* which constantly receives a variety of images* or ideas* but retains none**locke*

EXERCISE 155.

Copy the following, punctuating and using capitals where necessary.

charles dickens was born at landport a suburb of portsmouth england february 7 1812 and died at his home known

as gadshill house near rochester kent june 9 1870 his father john dickens was a clerk in the navy pay-office young dickens received part of his education at chatham whither his parents had moved in 1816 his principal studies however were robinson crusoe don quixote gil blas and other novels in 1822 his father became bankrupt and was sent to prison for debt charless family then removed to london where the boy was put to work in a blacking factory his father now relieved by a small legacy became a reporter for the morning chronicle after attending school for two years the boy was placed in an attorneys office subsequently he learned shorthand and became parliamentary reporter for the true sun four years later he was joined to the staff of the morning chronicle.

EXERCISE 156.

Copy the following, punctuating and using capitals where necessary.

the sea is his and he made it cries the psalmist of israel in one of those bursts of enthusiasm in which he so often expresses the whole of a vast subject by a few simple words whose else indeed could it be and by whom else could it have been made who else can heave its tides and appoint its bounds who else can urge its mighty waves to madness with the breath and wings of the tempest and then speak to it again in a masters accents and bid it be still who else could have peopled it with its countless inhabitants and caused it to bring forth its various productions and filled it from its deepest bed to its expanded surface filled it from its center to its remotest shores filled it to the brim with beauty and

mystery and power majestic ocean glorious sea no created being rules thee or made thee

what is there more sublime than the trackless desert all-surrounding unfathomable sea what is there more peacefully sublime than the calm gentle-heaving silent sea what is there more terribly sublime than the angry dashing foaming sea power resistless overwhelming power is its attribute and its expression whether in the careless conscious grandeur of its deep rest or the wild tumult of its excited wrath.

EXERCISE 157.

Copy the following, punctuating and using capitals where necessary.

my boy you are entering by sloth into the most laborious of existences ah you declare yourself to be an idler then prepare yourself for labor have you ever seen a formidable machine which is called a flatting-press you must be on your guard against it for it is a crafty and ferocious thing and if it catches you by the skirt of the coat it drags you under it entirely this machine is indolence stop while there is yet time and save yourself otherwise it is all over with you and ere long you will be among the cog-wheels once caught hope for nothing more you will be forced to fatigue yourself idler and no rest will be allowed you for the iron hand of implacable toil has seized you you refuse to earn your livelihood have a calling and accomplish a duty it bores you to be like the rest well you will be different labor is the law and whoever repulses it as a bore must have it as a punishment you do not wish to be a laborer and you will be a slave.

EXERCISE 158.

Copy the following, punctuating and using capitals where necessary.

one of the company called to a plain clean old man with white locks pray father abraham what think you of the times will not those heavy taxes quite ruin the country how shall we ever be able to pay them what would you advise us to do father abraham stood up and replied if you would have my advice I will give it you in short for a word to the wise is enough as poor richard says they joined in desiring him to speak his mind and gathering round him he proceeded as follows friends says he the taxes are indeed very heavy and if those laid on us by the government were the only ones we had to pay we might more easily discharge them but we have many others and much more grievous to some of us we are taxed twice as much by our idleness three times as much by our pride and four times as much by our folly and from these taxes the commissioners cannot ease or deliver us by allowing an abatement however let us hearken to good advice and something may be done for us.

EXERCISE 159.

Copy the following, punctuating and using capitals where necessary.

it is said that john bunyan seeing a drunkard staggering along the street exclaimed there but for the grace of god goes john bunyan tolerance says goethe comes with age i see no fault committed that i myself could not have committed at some time or other.

truly we have but to look into our own hearts to find the germ of many a crime which only our more favored circumstances have prevented us from committing and would we ponder on this thought with a wise humility it might teach us not to palliate or excuse but "more gently to scan our fellow man" to judge mercifully of the sinner while we hate the sin and above all meekly to thank god not that we are better than other men but that we too have not been brought into temptations too fiery for our strength no man says the large-hearted poet burns can say in what degree any other persons besides himself can be with strict justice called wicked.

EXERCISE 160.

Copy the following letters in correct form, punctuating properly.

philadelphia pa sept 12 1892 mr henry flint mount holly n j dear sir your communication of yesterday has just come to hand we hasten to reply you would do well to send in your apples at once we can assure you of prompt sales and good prices for all you have the potatoes you would do better to hold for the present the market is dull just now and prices will probably be higher later in the season let us hear from you whenever you are ready to ship we will give careful attention to your interests and feel confident you will be satisfied with the results yours truly jas e borden & co

new york dec 14 1890 james lewis esq 123 front st worcester mass dear sir your Sage Cheese have arrived they are not the kind of goods our customers want they are altogether too

soft they certainly will not keep we think to sell them would be to take 7 or 8 cents shall we close them best we can or return them to you if kept here they will have to go into cold storage and watch for customer very respectfully yours walter e carr & co.

EXERCISE 161.

Copy the following letters in correct form, punctuating properly.

boston mass jan 16 1891 messrs jones & haskell hartford conn gentlemen your postal at hand can send you a car of extra recleaned prince albert canada peas at 90 cents in bulk they are large bright and handsome the above price includes freight and duty paid you can have them in linen bags at 95 cents shall be glad to sell you let us hear from you again yours very truly gardiner & perkins

albany n y feb 18 1891 mr j c smith providence r i dear sir yours of the 16th received we see it is no fault of yours about the draft yes we will give you a car at $1.72 per bushel delivered but it is lower than we have sold any yet we were offered $1.75 to-day from boston for less than a car load which we accepted shall we put them up in our bags or will you send yours advise us at once yours truly johnson & davis

buffalo n y mar 8 1891 messrs cobb bates & yerxa boston mass dear sirs we have mailed you to-night a sample of 39 barrels of beans which we can offer you at $1.70 if not sold if you want them please telegraph at our expense as soon as possible very truly yours brown & stoddard per jarvis

EXERCISE 162.

Copy the following letters in correct form, punctuating properly.

chicago ill apr 10 1891 messrs adams and blake fort wayne ind gentlemen yours of yesterday in reference to check book received we forward you by this mail some loose sheets of same as requested will try to have the book there before these are used up we must apologize for our delay it has been caused by a change in the management of our company which has interfered with the progress of our work we are now making every effort to catch up with our orders and expect to be able to do so very soon respectfully yours harkins engraving & lith co per d e eaton

st louis mo may 18 1891 mr e s clark topeka kans dear sir your esteemed favor of the 16th came duly to hand we have a large extra force at work on your order and expect to have it ready for shipment on the 23d when we will immediately forward it to you should any delay occur you shall be promptly notified though we feel confident there will be no further interruption yours respectfully loomis & dalton

EXERCISE 163.

Copy the following letters in correct form, punctuating properly.

annapolis md june 12 1892 messrs ellis forbes & co 332 sturtevant st baltimore md gentlemen are you not ready to consider estimates on advertising for the coming season i am very anxious to secure your patronage and i am certain no one can quote lower figures procure choicer positions give better terms or work more promptly and satisfactorily than i

can estimates cost nothing and very often result in a great saving to the advertiser i trust this letter will receive more than passing notice and that in case you are not at present prepared to receive estimates it will be preserved for future reference yours respectfully e j blount

killingly conn july 14 1892 mr david burke springfield mass dear sir we are a little surprised upon receipt of your bill that you ask us 21 c per lb for the Butter you quoted us only a day or two before we sent the order at 20 c and that was what we expected to have to pay yours truly attawaugan store wilson

albany n y aug 16 1892 messrs delavergne & baker 273 washington st new york city dear sirs can you use any fine New White Cheese we have just received an invoice of 51 boxes from vermont they are of fine flavor and flat just suited to your trade price would be 10¼ can send you 5 boxes as sample please advise us by return of mail truly yours woods & stevenson

EXERCISE 164.

Copy the following letters in correct form, punctuating properly.

orange n j sept 15 1892 messrs jenkins & sloan 28 n 11th st philadelphia pa dear sirs inclosed you have invoice and b l of the 10 pkgs cool spring let me know about how much you want this week to ship monday quite a few of the creameries started up monday this week if weights dont hold out let me know yours very truly john h slavin

new albany ind oct 11 1892 jonas r davidson esq 267 walter st baltimore md dear sir inclosed please find bill of lading

for 30 and 35 cases eggs do the best you can and whenever the market goes up ½ to 1 cent or down same you may send night telegram please return all empty cases to h walters & co cincinnati o yours respectfully h schomacher

alfred me apr 29 1890 messrs l c rhodes & co 130 commercial st boston mass gentlemen yours at hand and in reply will say that we have about 6000 tons very nice ice for sale in stock well secured our price is $2 per ton here yours truly j h penderly & co

raleigh n c dec 7 1892 messrs walker duryea & co atlanta ga gentlemen we understand you use large quantities of cut rubber belting of different sizes and would say we can offer you a very low price on remnants of a good grade of belting they are all comparatively fresh stock not over a year old if you are interested we would be pleased to send you memorandum of sizes and lengths with prices awaiting your early reply we remain yours truly symonds & bartlett

COMPOSITION.

EXERCISE 165.

Complete the following sentences.

(Make each sentence as full and complete as you can. Write a whole "composition" in one sentence.)

1. James's excuse for being late was that——. 2. The teacher explained that the reason why it is 11 o'clock in the morning at San Francisco when it is 2 o'clock in the afternoon at Philadelphia is because——. 3. Lawrence & Co. explained that they refused to accept the draft because ——. 4. The principal difference between arithmetic and algebra is that——. 5. Most of the fences on farms in Kansas are made of wire because——. 6. Henry's father explained to him that a "bear" in the stock market means ——. 7. A republic is a country that is governed——. 8. In the encyclopædia we find——. 9. Iron is the most useful of all metals; it is used——. 10. The most memorable battle——.

EXERCISE 166.

Complete the following sentences.

1. The plays of Shakespeare——. 2. By the Louisiana purchase, in 1803,——. 3. Mercury, or quicksilver, is used for——. 4. The substance called lava——. 5. The kangaroo is an animal——. 6. Foreign commerce means——. 7. A lawyer's business is to——. 8. The old saying, "Necessity is the mother of invention," means that——. 9. The metric system of weights and measures—— 10. Leather is used chiefly——.

EXERCISE 167.

Complete the following sentences.

1. The mercury in the thermometer rises when the air grows warmer because——. 2. A foundry is a place where ——. 3. The cause of the war between the United States and Great Britain in 1812 was——. 4. Although farther north, Alaska has a milder climate than Newfoundland, on account of——. 5. The air we breathe is a mixture of ——. 6. The facilities for communication between the various countries of the globe have been largely increased——. 7. In order to preserve our health it is important to——. 8. The old-fashioned flint-lock muskets were discharged by ——. 9. In a game of base ball——. 10. Mirrors are made by——.

EXERCISE 168.

Complete the following sentences.

1. Icebergs are formed——. 2. Salt is obtained——. 3. "Boxing the compass" means——. 4. Most of the islands of the world——. 5. The habit of attention——. 6. The Crusades were undertaken——. 7. The first settlers in New England——. 8. Perennial plants are——. 9. The business of raising animals whose flesh is to be used for food, such as ——. 10. The utility of India-rubber——.

EXERCISE 169.

Complete the following sentences.

1. The Grand Army of the Republic——. 2. The United States Census is——. 3. It is harder to walk up stairs than to walk down because——. 4. A balloon rises in the air because——. 5. Whaling is not carried on so extensively as it formerly was, on account of——. 6. In order to keep iron wire from rusting——. 7. Lighthouses are maintained ——. 8. The difference between a phrase and a clause is

that——. 9. People who live in very warm countries subsist chiefly upon——. 10. Addition, subtraction, multiplication and division are called the fundamental processes of arithmetic because——.

EXERCISE 170.

Improve the following sentences by rearranging the words.

1. He was tried and condemned to be shot by a court martial.
2. Did you take that book to the library I loaned you?
3. We have received a bunch of grapes from our friend Jones for which he will please receive our compliments, some of which are over three inches in circumference.
4. A pocketbook was found in the street containing a small sum of money, and picked up by a boy, of Russia leather.
5. We were awakened by a pile of wood in the shed that fell with a loud noise, and aroused our friend, causing the dog to bark, who was sleeping in the next room.
6. He was notified that he was wanted by the messenger immediately at his office.
7. He went to town driving a flock of sheep on horseback.
8. Dr. Hall will deliver a lecture on the importance of taking exercise before breakfast at three o'clock in the afternoon.
9. Passengers are requested to purchase tickets before entering the cars at the ticket office.
10. I would like the congregation to be seated, as I wish to say a few words, before I begin.
11. The mad dog bit a horse on the leg which has since died.
12. He must endure the follies of others, who will have their kindnesses.

CORRESPONDENCE.

A letter is a written or printed communication from one person to another. Letters may be classified as ordinary *business* letters, *official* letters and *social* letters.

Letters of introduction, *letters of credit*, *letters of recommendation* and *telegrams* are special kinds of business letters; and under social letters are also included *letters of congratulation*, *letters of condolence*, *invitations*, *acceptances*, *regrets*, etc.

The parts of a letter are the *heading*, the *address*, the *salutation*, the *body* of the letter, the *complimentary closing*, and the *signature*.

THE HEADING.

The ***heading*** consists of the place written from and the date of writing. The locality of the writer should be designated with sufficient clearness to serve as the address of a reply to the letter, as this is the object of including it in the heading.

If a printed letter-head is used, giving the street and number, postoffice box, or building and room, it is sufficient to write the name of the city and State; as,

Philadelphia, Pa., October 10, 1895.

If a printed letter-head is not used, and the writer lives in a city where there is carrier delivery, the street and number should be given; as,

917 Chestnut Street,
Philadelphia, Pa., January 1, 1896.

If the writer lives in a place that is not very prominent, the county should be given ; as,

Texas, Lycoming Co., Pa., February 5, 1896.

Always write the name of the place in full ; when the name of the State follows *on the same line*, it should be abbreviated. It looks neater, in typewriting, to write the name of the *month* in full.

In the heading of a letter, and in all cases where a date is given in full—month, day and year—it is the best form *not* to use ***"st," "d," "th,"*** after the day ; as, "*We last heard from him on December 26, 1895.*" But where the year does not follow, use the forms ***1st, 2d, 3d, 4th, 21st, 22d, 23d, 24th,*** etc.; as, "*We forwarded the goods on the 18th ultimo.*"—"*They will have the work done by January 17th* (or, the 17th of January.)"

THE ADDRESS.

The ***address*** consists of the name of the person written to, his title and his residence or place of business. In business letters the address should never be omitted.

The proper use of titles of address, as a matter of respect and courtesy, is a subject that often requires nice discrimination.

It is more polite, in addressing a gentleman, to use the customary title ***Mr.,*** than to address him as "*John Brown.*"

In addressing a *married lady*, it is, of course, absolutely necessary to use the title ***Mrs.*** If her husband is living, she is addressed by his name ; as, "***Mrs.*** *John A. Brown.*" But if she is a widow, use her own Christian name ; as. "***Mrs.*** *Mary L. Brown.*"

An *unmarried lady* is always addressed as ***Miss;*** and a boy as ***Master.***

In addressing a *firm*, the title ***Messrs.*** is used; as "***Messrs.*** *Smith Brothers.*"—"***Messrs.*** *A. B. Jones & Company.*" In addressing a *corporation*, no title should be used; as, "*Merchants' Trust Company.*"—"*J. B. Lippincott Company.*"

The title ***Esq.,*** which follows the name, is preferred in addressing *lawyers* and others connected with the legal profession; though it is also used by some writers in addressing any gentleman of scholarly attainments.

A *physician* may be addressed either as "*Henry Smith,* ***M. D.***" or "***Dr.*** *Henry Smith.*"

The title used in addressing *clergymen* is ***Reverend,*** which may be abbreviated ***Rev.;*** as, "***Reverend*** *Russell H. Conwell*" or "***Rev.*** *Russell H. Conwell.*" ***Rt. Rev.*** (***Right Reverend***) is a title used in addressing *bishops* of some denominations.

Judges, *mayors*, *senators*, *representatives*, the heads of government departments, and others of similar rank, below the governor of a State and the President of the United States, are addressed by the title ***Honorable*** (which may be abbreviated ***Hon.***), both during and after their terms of office; as, "***Hon.*** *Wm. N. Ashman*"—"***Hon.*** *Edwin S. Stuart*"—"***Honorable*** *John Wanamaker.*" ***Rt. Hon.*** (***Right Honorable***) is a title not used in the United States, but in England it is applied to the higher ranks of the nobility; as, "***Rt. Hon.*** *W. E. Gladstone.*"

The *President of the United States*, or the *governor* of a State, is addressed ***His Excellency.***

One who is or has been a *military officer* is addressed by

the proper title, according to his rank, as ***General, Colonel, Major, Captain,*** or ***Lieutenant*** (abbreviated ***Gen., Col., Maj., Capt., Lieut.***). "***General*** *Benjamin Harrison*"—"***Col.*** *George W. Bain.*"

The title ***Professor*** (abbreviated ***Prof.***) belongs of right to those who hold professorships in colleges, and is often used, by courtesy, in addressing other prominent teachers. The title ***Doctor*** (in this use not often abbreviated) is sometimes prefixed to the name of one who has the degree of *doctor of laws*, *doctor of divinity*, or *doctor of philosophy*, when the initials indicating the degree are not used after the name. In the same way ***President, Principal,*** and ***Superintendent,*** are often used before the names of persons holding the offices indicated; ***President, Secretary, Treasurer,*** and many other titles of offices, are frequently used after the names of those officers, with the name of the institution or organization following on the next line.

There are very many academic degrees, which are written in abbreviated form after the name; some of those in most frequent use are ***A. B.—A. M.—M. D.—D. D.—Ph. B.—Ph. D.—LL. B.—LL. D.*** Where two or more degrees are used together, it is important to place the highest last; that is, write them in the order in which they were conferred.

Esq. should never be used after a name which is preceded by a title; ***Dr.*** should not be used before a name which is followed by ***Ph. D., D. D.*** or ***LL. D.,*** as this would be repetition; and the titles of courtesy—***Mr., Dr., Hon., Prof.***—should not be used together or in conjunction with another title preceding the name (as ***Mr. Dr.—Hon. Dr.—Hon. Col.—Mr. Prof.,*** etc.). Examples of blunders of this kind are as follows:

Incorrect.

Mr. John Smith, Esq.,
Hon. John Doe, Esq.,
Dr. Henry Brown, M. D.,
Hon. Col. William Jones,
Dr. Robert Green, LL. D.

But two or more titles are often used together when one does not include or displace another, as follows:

Correct.

Reverend John Hall, D. D., LL. D.,
Rev. Bishop Cyrus D. Foss, D. D., LL. D.,
Rt. Rev. Bishop O. W. Whitaker, D. D.,
Reverend Merritt Hulburd, S. T. D.,
Hon. Chauncey M. Depew, LL. D.,
Gen. John Eaton, Ph. D., LL. D.,
Prof. Chas. J. Little, Ph. D., LL. D.,
Prof. John R. Cassel, LL. B.

When a title precedes the name, it should never be separated from the name by a comma; but when it follows the name there should always be a comma between.

The address usually occupies two lines—one for the name, and the other for the place. It is sometimes necessary, however, to use three lines for the address, on account of unusual length; but no more than the name and title should be placed on the first line.

THE SALUTATION.

The ***salutation*** is the courteous expression with which the writer greets his correspondent.

The salutations most commonly used are ***Dear Sir,*** to a gentleman; ***Dear Madam,*** to a married lady; ***Dear***

Miss Smith, to an unmarried lady (*Dear Miss*, sometimes used, is objectionable—it is better to use *Dear Madam* to all ladies, whether married or not, if one does not like the salutation *Dear Miss Brown*); and ***Dear Sirs*** or ***Gentlemen,*** to a firm. In writing to several ladies, the salutation is ***Ladies.***

The use of the forms *My dear Sir, My dear Madam* or *My dear Mrs. Smith, My dear Miss Jones,* and *My dear Sirs,* implies acquaintance; while *Sir, Madam, Sirs,* and the omission of the salutation altogether in writing to an unmarried lady, are the most formal salutations.

Among the salutations used in writing to *friends*, the following may be noted: *Dear Friend, Respected Friend, My dear Friend, Dear Jones, My dear Jones, Friend John, Dear Friend Jones, Dear Mr. Jones, My dear Mr. Jones.*

In writing to *relatives*, the name of the relationship furnishes the customary salutation; as, *Dear Father, My dear Mother, Dear Sister, My dear Brother, Dear Son, My dear Daughter, Dear Uncle, Dear Aunt, Dear Nephew, Dear Niece,* etc. Many variations are formed, according to the taste and feelings of the writer, by the use of the Christian name; as, *Dear Henry, My dear Mary, Dear Uncle John, My dear Aunt Julia,* etc.

Clergymen are saluted with *Reverend Sir, Reverend and dear Sir, Reverend and dear Doctor,* (if a *D. D.*), *My dear Sir, Dear Sir, Sir; physicians, Dear Doctor, My dear Doctor, Dear Sir, My dear Sir, Sir; judges, Sir, Your Honor, Dear Sir, My dear Sir, My dear Judge.*

For *officials* of all kinds the salutation may consist of the title with *Dear* or *Dear Mr.* or simply *Mr.* prefixed; as, *Mr. President, Dear Mr. President, Dear Superintendent, Dear Mr. Principal, Dear Mr. Manager, My dear Senator, Mr. Editor,* etc., etc. Of course, *Sir* and *Dear Sir* are also entirely proper, but not so courteous.

The *colon* is the proper punctuation mark to use after the salutation.

THE BODY OF THE LETTER.

The ***body of the letter*** is the part that contains the communication itself—all that the writer has to say to his correspondent.

While it is a good rule to "imagine yourself talking to your correspondent, and say what you have to say," yet it is necessary, in a written communication, to be careful that the words and expressions used mean just what one intends to say—to express oneself in language that cannot be misunderstood.

A business letter should be concise and to the point; a busy man's time is too valuable to be wasted in reading many words when a few will convey the same ideas.

Begin a paragraph each time you change the subject; for illustrations of paragraphing, see the "Model Letters" (pages 177-188).

THE COMPLIMENTARY CLOSING.

The ***complimentary closing*** is the expression of regard or courteous leave-taking which precedes the signature.

Those most commonly used in business letters are ***Yours truly, Very truly yours, Yours respectfully,*** and ***Respectfully yours.***

Variations of the above are *Truly yours, Yours very truly, Very truly, Respectfully, Very respectfully yours, Yours very respectfully, Yours most respectfully.*

In writing to one in the same profession, or a member of the same organization, ***Yours fraternally*** and ***Fraternally yours*** are often used.

Forms used when the correspondent is one with whom the writer is well acquainted are *Yours cordially, Cordially yours, Very cordially yours, Sincerely, Yours sincerely, Sincerely yours, Your friend, Your sincere friend.*

To *relatives*, *Yours affectionately, Yours faithfully, Ever yours, Most affectionately yours, Your affectionate son* (father, mother, sister, brother, etc.), *Your loving sister,* etc.

Respectfully submitted is usually employed as the complimentary closing for a *petition*, *report*, etc.

Your obedient servant, *Your humble servants*, formerly in common use by merchants, are now rarely used except in foreign correspondence.

THE ENVELOPE.

The address on the envelope is the same as the inside address, with the exception that it occupies three lines instead of two.

If the letter is not to be sent by mail, but delivered in person by some friend, the word ***"Addressed"*** or ***"Present"***

is written below the name on the envelope, and in the lower left-hand corner the words "*Kindness of*——" or "*Politeness of*——", followed by the name of the bearer.

FOLDING.

To fold a note sheet, turn up the lower third of the sheet, then fold down the upper third. If the paper folded as above be too large for the envelope, fold, instead, as follows: Turn up the lower half, then fold the left half over to the right.

To fold a letter sheet, turn up the lower half of the sheet, and fold in, first the right third, then the left.

MODEL LETTERS.

1.

Lansing, Mich., March 18, 1896.

Mr. William Emerson,
317 Magazine St., New Orleans, La.

Dear Sir: We enclose herewith draft for fifteen dollars ($15), covering invoice of November 12th.

Please acknowledge receipt of same, and oblige,

Yours truly,
Marshall Bros.

2.

Terre Haute Ind., April 2, 1896.

Messrs. Drake & Boynton,
Omaha, Nebr.

Gentlemen: We have this day drawn upon you at three days' sight for thirty-six dollars and twenty-four cents ($36.24), for balance of account as advised.

Please honor, and oblige,

Yours truly,
L. B. Symes & Bro.

3.

Nashville, Tenn., May 4, 1896.

E. J. Barnard, Esq.,
Mobile, Ala.

Dear Sir:

Your favor of 20th ult. is at hand, with enclosures as stated. We will do our best to forward the goods promptly and in good order, and will see that your instructions are complied with in every particular.

Very respectfully yours,
J. R. Evarts & Co.

4.

Albany, N. Y., June 3, 1896.

Messrs. Bronson & Howard,
237 Main St., Kansas City, Mo.

Dear Sirs:

We are in receipt of your esteemed favor of the 28th ult., enclosing draft for $476.37 to cover balance of your account, for which accept our thanks. Enclosed we hand you receipt for same.

Yours truly,
J. B. Parkes & Co.

5.

3275 Spring Garden Street,
Philadelphia, February 6, 1896.

"Merchant,"

Record Office, Philadelphia, Pa.

Dear Sir: In reply to your advertisement in to-day's "Record," I beg leave to offer you my services. While I desire to obtain a situation where faithful effort will be fairly estimated, present salary is not so much an object as permanent employment. I have not yet filled a business position, but have received a good commercial education and can keep books.

I should expect to make myself generally useful to my employer, and do all in my power to advance his interests.

Rev. Jacob Wright, 3981 Walnut St.; Hon. Jacob Broom, 4292 Chestnut St.; and Dr. Thomas May Peirce, 917 and 919 Chestnut St., have kindly permitted me to refer to them.

Yours very respectfully,
William J. Young.

6.

Philadelphia, January 17, 1896.

Phoenix Manufacturing Company,

97 Green Street, New York.

Dear Sirs: We are in receipt of your favor of the 16th inst., with invoice inclosed, the amount of which we pass to your credit.

The goods have arrived in satisfactory condition, and we expect to find a ready market for them. Do not fail to keep us informed of any new styles of these goods you may manufacture.

Please send us your price-list of Handkerchiefs, quoting best terms. State which sorts you have in stock, and the time that will be required to furnish others.

Thanking you for your prompt and careful attention to our order, we remain,

Yours truly,

Jacob Reed's Sons.

7.

Philadelphia, Pa., July 21, 1896.

Messrs. Johnston & Hughes,

2001 Broadway, New York.

Dear Sirs:

Your esteemed favor of yesterday is at hand; contents noted.

Accept our thanks for your prompt response to our request, and for the full information contained in yours under reply.

We hope to do considerable business with you on the terms designated, and have now the pleasure to hand you an order which will amount to about $3,200, as a beginning.

Referring you to enclosed specifications, including shipping directions, we ask your immediate attention to the order, which will no doubt receive your well-known care.

Awaiting advice of shipment, we remain,

Yours very truly,

Davis & Holland.

8.

Baltimore, Md., August 13, 1896.

Mr. T. S. Randolph,

Mount Holly, N. J.

Dear Sir:

Absence from the city has prevented an earlier reply to yours regarding prices on drills. I now mail you circulars and posters.

The best price on our latest improved 8-hoe peg-tube drill is $64, with a discount of 5% for cash by November 1st. The agent pays the freight, which would be not more than $1.50 per drill. If ten drills are sold, we pay all freights.

Our drill stands well wherever sold, and I am sure you will only have to get a few drills sold in your section in order to drive out all other styles.

I shall be pleased to hear from you.

Yours truly,

B. G. Thomas.

9.

York, Pa., September 21, 1896.

Stephen Thomas, Esq.,
Lansdowne, Pa.

Dear Sir:

Your favor of the 19th to hand. We send you by to-day's mail a copy of our large illustrated catalogue, and beg to quote you our large American Cider Mill at $18 net cash, f. o. b. York. You will also see our Engines fully listed and described in catalogue.

Let us hear what size engine you want, when we will quote you low net price on it.

Awaiting your early reply with an order, we are,
Respectfully,
A. B. Farquhar Co.

10.

Philadelphia, October 20, 1896.

Mr. George Anderson,
Media, Pa.

Dear Sir:

With our last monthly statement of account we sent you notice that in case we did not hear from you we would draw on 18th inst. at three days' sight for $93.75. Receiving no response, we drew according to notice, and were much surprised when our draft was returned without any explanation as to why you dishonored it.

If you need more time you may send us your note at sixty days, with interest, and unless we hear from you with settlement we propose to draw on you at 10 days' sight on 30th inst. for amount of enclosed statement overdue, $124.36, and shall expect you to honor our signature.

Yours very truly,
Thomas, Roberts, Stevenson Co.,
per Edwards.

11.

Philadelphia, Pa., November 9, 1896.

James Clark, Esq.,

Boyertown, Berks Co., Pa.

Dear Sir: We have waited patiently to receive a settlement from you of our overdue account, $322.85, and have written you sundry urgent requests to that effect without response.

You are a business man and must be aware that an account in this shape is not satisfactory. We do not want to go to law in this matter, but if we must suffer loss would rather come to a prompt and friendly compromise with you. If you cannot pay us 100 cents on the dollar, can you pay 75?

We want the matter closed as soon as possible, and shall expect to hear from you without further delay.

Yours very truly,

Caldwell & Kane.

12.

Philadelphia, December 16, 1896.

Henry Carson, Esq.,

Little Rock, Ark.

Dear Sir: We learn that you have been appointed assignee of Rogers & Green, of your city. Our claim against this firm is $213.42, for which we hand you duplicate bills inclosed, and would thank you to inform us what is the prospect for an early settlement.

We feel friendly toward the suspended firm and would willingly join in any reasonable composition of their affairs, so as to give them a chance to retrieve their losses.

Awaiting your early reply advising us of the condition of affairs, we remain,

Yours very truly,

L. M. Tyson & Co.

13.

Long Island City, N. Y., February 21, 1896.

Samuel Somers, Esq.,

West Deer Park, L. I.

Dear Sir:

Your communication of 20th inst. has had careful consideration, and it would afford me pleasure to comply with the request of yourself and friends. Similar favors have been received, from time to time, dated from nearly every station east of Jamaica.

But you must take into consideration that experience is a safe guide in such matters, and our past experience does not warrant the extension of facilities as you desire.

When I inform you that we have actually lost money, for years, on two of the trains now stopping at your point, you will the better understand why we decline at present to run the risk of increasing such loss.

Yours truly,

I. D. Barton,

General Supt.

14.

Buffalo, N. Y., March 13, 1896.

A. H. Brown, Esq.,

Medford, N. J.

Dear Sir:

We take pleasure in acknowledging your acceptance of the agency for the sale of our goods, and hereby confirm the arrangements made with you by our traveling agent.

We hardly need to say that our Fertilizers, which have been in general use for over fifteen years, will always prove to be what they are represented.

Whenever it is practicable, it will be well for you to have them tried side by side with other brands, so that your customers can judge for themselves of the superiority of our goods.

Printed matter, etc., will be forwarded to you in a day or so.

Yours truly,

Crocker Fertilizer & Chem. Co.

EXERCISES IN LETTER-WRITING.

EXERCISE 171.

You are to imagine that you are writing from the office of Joseph M. Walsh, Wholesale Dealer in Teas and Coffees, 145 S. Front St., Philadelphia.

You have received a letter from John Smith, Dealer in Groceries, etc., Norristown, Pa., containing a remittance of $46.39 covering an invoice of Teas and Coffees sold him .... 15th on 30 days' time, and telling you that he has found the goods satisfactory.

(This was your first dealing with him.)

Write him a letter in reply as follows:

In the first paragraph acknowledge receipt of this letter, etc. (About 20 words.)

In the second paragraph express pleasure that the goods gave satisfaction, and solicit continuance of his trade. (About 30 words.)

Make the third paragraph a neat conclusion, promising promptness and careful attention, etc. (About 15 words.)

EXERCISE 172.

You are writing from the office of Sharpless Brothers, 8th and Chestnut Sts., Philadelphia, to Jones & Co., Utica, N. Y., under date of .... 8, 1892.

You have received from them a letter dated .... 5, notifying you that an invoice of goods sent them had been found much poorer in quality than the samples ordered from. They refuse to accept the goods, and tell you that they are at your disposal.

Write them a letter as follows :

1. Acknowledge receipt of their letter concerning goods.
2. Must have been some mistake. Regret, etc.
3. Tell them to return goods at your expense, and you will send the proper grades.
4. Closing paragraph.

EXERCISE 173.

You are writing from the office of John Wanamaker, 13th and Market Sts., to Mrs. Henry Boyd, West Chester, Pa.

You have received a letter from her dated . . . . , ordering dress goods to match sample, with remittance (P. O. Money Order, $16) for same. You have sent parcel by Adams Express, as directed.

Write the necessary letter in reply.

EXERCISE 174.

You are writing from the office of Randolph & Boyce, 1628 S. 8th St., Dealers in Stoves, Ranges & Heaters, to James Murkle, Stove Dealer, of Shamokin, Pa.

You have his letter of last Saturday, with an order for firebrick, etc. Call his attention to a statement of his account which you enclose, showing a balance amounting to $49.72, and which was due over three months ago. If he will send you the amount he owes, or pay part of it and let you know when he will pay the rest, you will send him the goods he wishes.

Write him a polite letter to this effect.

EXERCISE 175.

You are writing from the office of the Dunsmore Mfg. Co., Philadelphia, to Edward Carson, 275 State St., Harrisburg, Pa., who has written to you under date of.... complaining that he has many customers waiting for the goods he ordered from you on the.... th and which you have not delivered.

Write him a letter expressing your regret, and explaining that you have many orders pressing; a great many of the hands are sick; you can't get others; your are forced to delay; you are doing the best you can; hope to deliver before..... Add a formal conclusion. Sign Dunsmore Mfg. Co. per yourself.

EXERCISE 176.

Copy the following letter, correcting all errors and making any alterations that will tend to improve it.

Dear Sir

Yours of 23 inst at hand in regards to holding a note against me for $30\frac{80}{100}$ of former firm what firm I do not know I shall call Saturday or Monday as I have got a Job down there if that is quick enough if not you can use the quicker way as you Stated in your letter I do pay every cent I owe accept anyone would try use any law on me I would not pay if you think it the better way you can do so even if I would owe in case of sueing I should not pay as I know could not be collected of me in that way but if I owe you a note you shall have it at once when I call it will be made right I think it is always best to write senseable now if you think not to wait until I see you go ahead.

Yours Respectfully

EXERCISE 177.

Copy the following letter, correcting all errors and making any alterations that will tend to improve it.

Charlotte N C Apr 2591

To Thomas Roberts Stevenson

Dear Sirs

Yours Recd of 23 Will Say in Reply that it Has Ben My Disine to Compromise My Buissnes Matters It takes Monny to Do it this I Havent Got I Have a Large Family I Havent Ben Doing any thing for Las 2 Montss.

If you Will Give States of S C N C & Ga & Fla to Travel in to Sell Your Goods at a Fair Salery you can take out of it Each Month to Help Pay of old Bill If this is Not the Territory that you Want Me to Take I will Take any I Perfer the South Because I think I understand the People better ther air Prediogus to Some Exstent yet Down Here.

I am Truly yours

EXERCISE 178.

Copy the following letter, correcting all errors and making any alterations that will tend to improve it.

Downingtown, Pa., May 2 1892

T. R. Stevenson

gentlemen

Yours Receved the gentlemen You Roat me about I dwo not Know I under stood he wark for W. B. Stauffer a short time I have Ben Sick sense July last I only got out to walk around Resently so I dwo not Know much about Eny new comers in town I ow You a small Bill which I am un abel to pay You at the present time as I have lost all I had and am unabel

to pay my dibt tell I get abel to Ern somthing I thought I had Better in form You so as to not have You put Eny Expence on it as it woant dwo You Eny good & make that much moare lase I am not abel to dwo Eny thing the only in com we have is my wife has 3 Borders I one now property through lase I am unabel to pay I am sorrey it happened So But trus at Som futur time I may Be abel to pay You.

Yours truley

EXERCISE 179.

Copy the following letter, correcting all errors and making any alterations that will tend to improve it.

Stove Founders Canton, PA. April. 18 / 92

Dear Sir

Yours of 16 recev with your surprize you was not eny more surprize than i was when you drad on me for somfin that i had not bough that stove was left by your agent and he was to be here, and set it up on the fair-ground and con vins the pepel that was the best raing and if so i was to by some iftha was satisfactur to me now i rote to you when the fair was and you had a excuse you could not be here so the stove has remaind here evry sins I paid the frait and have stord the stove evry sins and I proposes to due righ with evry body if you can sell this stove to williamsport whar you sell the saim kind or if you put a reasenbul pris i willsell it for you if possebl and pay when i sell or i will ship whar you say by paying me the frait that i have paid for you thare is no useof you drawing on me for i shall not oner no drafts you can rite and tell me what you wanto to due to dispose of the stove in the leter you rote me first you dont claim i boughthe stove hopen this willbesatfac

Yours respful

EXERCISE 180.

Copy the following letter, correcting all errors and making any alterations that will tend to improve it.

philada penns aprl 12 92

henery kolins & comp boston mass

gentleman

we got your letter of the nineth of aprl & has bin tended too much oblige for the enfirmation into it elkins & comp is not rite abowt there statement there ordor got in febury 1st & has bin sent on the 21st ditto we dont think that was unrezenbl dilay they left out teling abowt how sum of the goods into there bill wasnt kines wot we make & so we hed to git them elsware & this was already to go & cood bin sent rite off onely we hed to wate please explane maters to them & we alwas try to do the best we can yurs trooly

FORTY-TWO LESSONS IN SPELLING.

LESSON I.

1. ab bre'vi ate
2. ab hor'rence
3. a bil'i ty
4. a bridg'ment
5. ab'scess
6. ab'sence
7. ab sorb'
8. ab sorp'tion
9. ab ste'mi ous
10. ab strac'tion
11. ab struse'
12. ab surd'i ty
13. a bun'dance
14. a bu'sive
15. a byss'
16. a cad'e my
17. ac cel'er ate
18. ac cept'ance
19. ac ces'si ble
20. ac ces'so ry
21. ac'ci dent
22. ac cla ma'tion
23. ac cli'mate
24. ac com'mo date
25. ac com mo da'tion
26. ac com'pa ni ment
27. ac com'plice
28. ac com'plish ment
29. ac cord'ance
30. ac cor'di on
31. ac count'a ble
32. ac crued'
33. ac cu'mu late
34. ac'cu ra cy
35. ac'cu rate
36. ac cu sa'tion
37. ac cus'tomed
38. a chieve'ment
39. a cid'i ty
40. ac knowl'edg ment
41. a cous'tic
42. ac quaint'ance
43. ac qui es'cence
44. ac quire'ment
45. ac qui si'tion
46. ac quit'tal
47. a'cre
48. ac ri mo'ni ous ly
49. ad a man'tine
50. a dapt a bil'i ty

LESSON II.

1. ad di'tion al
2. ad dress'
3. ad'e quate
4. ad her'ence
5. ad he'sion
6. a dieu'
7. ad ja'cent
8. ad join'
9. ad ju'di cate
10. ad just'ment
11. ad min'is ter
12. ad min is tra'tor
13. ad'mi ra ble
14. ad mis si bil'i ty
15. ad mo ni'tion
16. a droit'ly
17. ad van ta'geous
18. ad ven'ture
19. ad ven'tur ous
20. ad ver'bi al ly
21. ad ver'si ty
22. ad ver tise'ment
23. ad vi'so ry
24. ad'vo cate
25. a'er o naut
26. af fa bil'i ty
27. af fec'tion ate
28. af fi da'vit
29. af fin'i ty
30. af'flu ence
31. a gainst'
32. ag'gran dize
33. ag'gran dize ment
34. ag'gra vate
35. ag'gre gate
36. ag gre ga'tion
37. ag grieve'
38. a ghast'
39. a gree'a ble
40. ag'ri cul ture
41. a lac'ri ty
42. al'co hol
43. a lert'
44. a'lien ate
45. al le ga'tion
46. al lege'
47. al le'giance
48. al'le go ry
49. al le'vi ate
50. al le vi a'tion

LESSON III.

1. al li'ance
2. al'li ga tor
3. al low'ance
4. al pac'a
5. al ter'nate ly
6. al to geth'er
7. a man u en'sis
8. am a teur'
9. am bas'sa dor
10. am bi gu'i ty
11. am big'u ous
12. am bi'tious
13. am bus cade'
14. a me'lio rate
15. a me'na ble
16. a'mi a ble
17. am mo'ni a
18. am mu ni'tion
19. a nal'o gous
20. a nal'o gy
21. a nal'y sis
22. a nal'y ses
23. an a lyt'i cal
24. an'a lyze
25. an'arch y
26. a nat'o my
27. an'gu lar
28. an'i mate
29. an nex a'tion
30. an ni'hi late
31. an ni ver'sa ry
32. an noy'ance
33. an nu'i ty
34. an'o dyne
35. a noint'
36. a nom'a lous
37. a non'y mous
38. an te ce'dent
39. an'thra cite
40. an tic i pa'tion
41. an tip'a thy
42. an tique'
43. anx i'e ty
44. anx'ious
45. ap'er ture
46. a pol'o gize
47. a pos'ta sy
48. a pos'tro phe
49. a poth'e ca ry
50. ap pa ra'tus

LESSON IV.

1. ap par'el
2. ap par'ent
3. ap pa ri'tion
4. ap pear'ance
5. ap pen'dix
6. ap per tain'
7. ap'pe tite
8. ap plause'
9. ap pli'ance
10. ap praise'
11. ap pre'ci ate
12. ap pre hen'sion
13. ap pren'tice
14. ap pro ba'tion
15. ap prov'al
16. ap prox'i mate
17. ap pur'te nan ces
18. apt'i tude
19. aq'ue duct
20. a'que ous
21. ar'a ble
22. ar'chi tect
23. ar'chives
24. ar'du ous
25. ar'gu ment
26. ar is toc'ra cy
27. ar raign'
28. ar range'ment
29. ar rears'
30. ar'ro gance
31. ar'se nic
32. ar'ti fice
33. ar ti fi'cial
34. ar til'ler y
35. as cend'en cy
36. as cen'sion
37. as cer tain'a ble
38. as par'a gus
39. as sail'ant
40. as sas'sin
41. as sas'sin ate
42. as sem'blage
43. as sess'ment
44. as'sets
45. as si du'i ty
46. as sid'u ous
47. as sign'a ble
48. as sim'i late
49. as sist'ance
50. as so'ci ate

LESSON V.

1. as so ci a'tion
2. as suage'
3. as sump'tion
4. asth'ma
5. as trin'gent
6. ath let'ic
7. at'mos phere
8. a tro'cious
9. a troc'i ty
10. at tain'a ble
11. at ten'tive
12. at tor'neys
13. at trib'u ta ble
14. at'tri bute
15. auc tion eer'
16. au da'cious
17. au dac'i ty
18. aug ment'
19. aus'pi ces
20. aus pi'cious
21. aus tere'
22. au then'tic
23. au then tic'i ty
24. au'thor ize
25. au'to graph
26. aux il'i ary
27. a vail'a ble
28. av a ri'cious
29. a ver'sion
30. a vid'i ty
31. av oir du pois'
32. aw'ful
33. awk'ward
34. bach'e lor
35. back'ward ness
36. bade
37. bag'gage
38. bail
39. bail ee'
40. bal'ance
41. bal'an cing
42. bale
43. bal'last ing
44. bal loon'
45. bal us trade'
46. ba na'na
47. bank'rupt cy
48. ban'quet ing
49. bar'ba rous ly
50. bar'gain

LESSON VI.

1. ba rom'e ter
2. ba rouche'
3. bash'ful ness
4. ba zaar'
5. beach
6. beau'te ous
7. beau'ti fy
8. beech
9. be gin'ning
10. be guile'
11. be ha'vior
12. be liev'ing
13. be liev'a ble
14. bel lig'er ent
15. ben e fi'cial
16. ben e fi'cia ry
17. ben'e fit ed
18. be nign'
19. be queath'
20. be reave'ment
21. be siege'
22. bil'ious
23. bil'lion
24. bis'cuit
25. bi tu'mi nous
26. biv'ou ac
27. bla'ma ble
28. blas'phe mous
29. bliz'zard
30. bludg'eon
31. bor'ough
32. boun'ty
33. bou quet'
34. breth'ren
35. bril'lian cy
36. bril'liant
37. bron chi'tis
38. bul'le tin
39. buoy'ant
40. bu'reau
41. bur'gla ry
42. bur lesque'
43. burst
44. bur'y
45. busi'ness
46. bus'y
47. cab'bage
48. ca dav'er ous
49. ca lam'i tous
50. ca lam'i ty

LESSON VII.

1. cal'en dar
2. ca lum'ni ate
3. cam paign'
4. cam'phor
5. can'vas
6. can'vass
7. ca'pa ble
8. ca pac'i ty
9. ca price'
10. ca pri'cious
11. cap'tious
12. ca reen'
13. car'i ca ture
14. car'pet ing
15. car'riage
16. car'ti lage
17. car'tridge
18. caste
19. cas'u al
20. cat'a logue
21. ca tarrh'
22. cat as'tro phe
23. cat'e go ry
24. cat'er pil lar
25. ca the'dral
26. cau'li flow er
27. cau'ter ize
28. cau'tious ly
29. cav a lier'
30. ceil'ing
31. ce ler'i ty
32. ce les'tial
33. cem'e ter y
34. cen'sur a ble
35. cen trif'u gal
36. cer e mo'ni ous
37. cer tif'i cate
38. ces sa'tion
39. cha grin'
40. chal'lenge
41. chan de lier'
42. change'a ble
43. chan'ging
44. cha ot'ic
45. char ac ter is'tic
46. charge'a ble
47. chas'tise ment
48. chief'tain
49. chi mer'ic al
50. chiv'al rous

LESSON VIII.

1. chlo'ro form
2. chol'er a
3. chro mat'ic
4. chron'ic
5. chron'ic le
6. chro nom'e ter
7. chrys'a lis
8. ci'pher
9. cir cu'i tous
10. cir'cu lar
11. cir'cum stance
12. cis'tern
13. ci ta'tion
14. ci vil'i ty
15. civ i li za'tion
16. clair voy'ant
17. clan des'tine
18. clar'i fy
19. clas'sic al
20. clas'si fy
21. clay'ey
22. clear'ance
23. clem'en cy
24. cler'ic al
25. co ad ju'tor
26. co ag'u late
27. co a lesce'
28. co a li'tion
29. co coon'
30. cod'i cil
31. co erce'
32. co er'cion
33. co'gen cy
34. co'gent
35. cog'i tate
36. cog'ni zant
37. co in cide'
38. co in'ci dence
39. co in'ci dent
40. col'an der
41. col lapse'
42. col lat'er al
43. col la'tion
44. col'league
45. col'lege
46. col li'sion
47. col'lo quy
48. co logne'
49. colo'nel
50. co lo'nial

LESSON IX.

1. col'o nize
2. co los'sal
3. com bus'ti ble
4. com mend'a ble
5. com men'cing
6. com men'su rate
7. com mer'cial
8. com'mis sa ry
9. com mit'tee
10. com mod'i ties
11. com'pa ra ble
12. com par'a tive ly
13. com par'i son
14. com pen'di ous
15. com pen sa'tion
16. com'pe tence
17. com pe ti'tion
18. com pet'i tive
19. com pla'cent
20. com'plai sance
21. com ple'tion
22. com plex'ion
23. com pli'ance
24. com plic'i ty
25. com pose'
26. com press'i ble
27. com'pro mise
28. com pul'so ry
29. com pu ta'tion
30. con ceal'
31. con cede'
32. con ceit'
33. con ceiv'a ble
34. con ces'sion
35. con cil'i ate
36. con'crete
37. con cur'ring
38. con cus'sion
39. con demn'
40. con dens'ing
41. con de scend'
42. con do'lence
43. con du'cive
44. con fec'tion er y
45. con fi dant'
46. con'fi dence
47. con'fi dent
48. con fi den'tial
49. con'fis cate
50. con'gre gate

LESSON X.

1. con jec'ture
2. con nois seur'
3. con'quest
4. con'science
5. con sci en'tious
6. con'scious ness
7. con'se quence
8. con'se quent
9. con serv'a tive
10. con sid'er ate
11. con sist'ent
12. con sol'i date
13. con spic'u ous
14. con stel la'tions
15. con ster na'tion
16. con sum'mate
17. con sump'tion
18. con ta'gion
19. con ta'gious
20. con tam'i nate
21. con tempt'i ble
22. con ten'tious
23. con ti gu'i ty
24. con tig'u ous
25. con tin'gen cy
26. con tin'u ance
27. con tra vene'
28. con'tro ver sy
29. con'tu ma cy
30. con'tu me ly
31. con va les'cence
32. con ver'sion
33. con vin'cing
34. co'pi ous
35. cor re spond'ence
36. cor rob'o rate
37. cor'ru ga ted
38. cor rupt'i ble
39. coun'cil
40. coun'sel
41. coun'sel or
42. coun'te nance
43. coun'ter feit
44. cou ra'geous
45. cour'te ous ly
46. cour'te sy
47. cov'et ous ness
48. crea'ture
49. cre den'tial
50. cred'i ble

LESSON XI.

1. cred'u lous
2. cres'cent
3. cri te'ri on
4. crit'ic al
5. crit'i cism
6. cro chet'ing
7. croc'o dile
8. crys'tal
9. crys'tal lize
10. cu'li na ry
11. cu ri os'i ty
12. cur'so ry
13. cur'tain
14. cy'clone
15. cyl'in der
16. cy lin'dric al
17. cy'no sure
18. dai'ry
19. dam'ask
20. daunt'less
21. de barred'
22. de bil'i tate
23. de bil'i ty
24. deb ris'
25. de ceit'fŭl
26. de cep'tion
27. de ci'pher
28. de ci'sive
29. dec la ma'tion
30. de clar'a tive
31. de clar'a to ry
32. dec'o rate
33. de co'rum
34. def al ca'tion
35. de fend'ant
36. de fen'si ble
37. def'er ence
38. de fi'cien cy
39. def'i nite
40. de gen'er ate
41. de layed'
42. del e te'ri ous
43. de li'cious
44. de lin'e ate
45. de lin'quent
46. de lir'i ous
47. de liv'er ance
48. dem o li'tion
49. de mon'stra tive
50. de mur'rage

LESSON XII.

1. de no'ting
2. dep're cate
3. de pre'ci ate
4. de riv'a tive
5. der'o gate
6. des'e crate
7. de sid e ra'tum
8. des'ig na ted
9. de sir'a ble
10. des o la'tion
11. des'pi ca ble
12. des sert'
13. des ti na'tion
14. des'tine
15. des ti tu'tion
16. de struc'ti ble
17. des'ul to ry
18. de te'ri o rate
19. de test'a ble
20. de vel'op ment
21. de vi a'tion
22. dex ter'i ty
23. di'a logue
24. di'a ry
25. dif'fer ence
26. dif'fi dence
27. dif fu'sion
28. di gest'i ble
29. di gres'sion
30. di lap'i da ted
31. dil'a to ry
32. di lem'ma
33. dil'i gence
34. dil'i gent
35. di men'sion
36. di min'u tive
37. din'gy
38. di plo'ma cy
39. dis a gree'a ble
40. dis ap point'ment
41. dis as'trous
42. dis burs'ing
43. dis cern'ment
44. dis'ci pline
45. dis clo'sure
46. dis coun'te nance
47. dis cour'age ment
48. dis creet'
49. dis crep'an cy
50. dis cre'tion

LESSON XIII.

1. dis crim'i nate
2. dis cus'sion
3. dis grace'
4. dis gui'sing
5. dis par'age
6. dis pelled'
7. dis pen'sa ry
8. dis pense'
9. dis perse'
10. dis qui'e tude
11. dis qui si'tion
12. dis sat is fac'tion
13. dis sem'i nate
14. dis sen'sion
15. dis sim'i lar
16. dis sim u la'tion
17. dis si pa'tion
18. dis so lu'tion
19. dis suade'
20. dis taste'ful
21. dis tin'guish
22. dis tor'tion
23. dis turb'ance
24. di ver'sion
25. di ver'si ty
26. doc'ile
27. do cil'i ty
28. dom'i cile
29. dom i neer'
30. dor'mant
31. draught
32. drug'gist
33. drunk'en ness
34. du'bi ous
35. duc'tile
36. du'pli cate
37. du plic'i ty
38. du'ti a ble
39. dye'ing
40. dys'en ter y
41. ea'ger ness
42. ear'nest
43. earn'ing
44. eb ul li'tion
45. ec cen'tric
46. ec o nom'ic al ly
47. e con'o mize
48. ec'sta sy
49. ed'i fice
50. ef fer vesce'

LESSON XIV.

1. ef fer ves'cence
2. ef fi ca'cious
3. ef'fi ca cy
4. ef fi'cient
5. ef front'er y
6. e gre'gious
7. e lab'o rate
8. el as tic'i ty
9. e lec tri'cian
10. el e e mos'y na ry
11. el'e gance
12. el e men'ta ry
13. e lic'it ed
14. el'i gi ble
15. el ix'ir
16. el lip'sis
17. el'o quence
18. e lu'ci date
19. e ma'ci ate
20. em'a nate
21. e man'ci pate
22. em bar'rassed
23. em'bas sy
24. em bez'zle ment
25. e mer'gen cy
26. em i gra'tion
27. em'i nent
28. e mol'u ment
29. em'pha sis
30. em'pha size
31. em po'ri um
32. en am'el
33. en co'mi um
34. en cored'
35. en cour'age ment
36. en croach'
37. en cy clo pe'di a
38. en deav'or
39. en dur'ance
40. e ner'vate
41. en gage'ment
42. en gi neer'
43. e nig'ma
44. en light'ened
45. en su'ing
46. en'ter prise
47. en thu'si asm
48. en thu si as'tic
49. en'vi a ble
50. eph em'er al

LESSON XV.

1. ep i dem'ic
2. ep'i thet
3. ep'och
4. e'qual ize
5. e'qual ly
6. e qua nim'i ty
7. e ques'tri an
8. e qui lib'ri um
9. e qui noc'tial
10. eq'ui ta ble
11. eq'ui ty
12. e quiv'a lent
13. e quiv'o cal
14. e rad'i cate
15. e ra'sa ble
16. er rat'ic
17. er ro'ne ous
18. er u di'tion
19. es cutch'eon
20. es pe'cial ly
21. es sayed'
22. es'sence
23. es sen'tial
24. e the're al
25. et'i quette
26. eu'lo gy
27. eu pho'ni ous
28. ev a nes'cent
29. e vap'o rate
30. ev'i dence
31. ex ag'ger ate
32. ex'ca vate
33. ex ceed'
34. ex ceed'ing ly
35. ex'cel lence
36. ex'cel len cy
37. ex'cel lent
38. ex cess'
39. ex cess'ive
40. ex clu'sive
41. ex cres'cence
42. ex cru'ci a ting
43. ex cur'sion
44. ex cu'sa ble
45. ex'e crate
46. ex ec'u tor
47. ex ec'u trix
48. ex'em pla ry
49. ex em'pli fy
50. ex empt'

LESSON XVI.

1. ex'er cised
2. ex er'tion
3. ex haus'tion
4. ex hib'it
5. ex hi bi'tion
6. ex hil'a rate
7. ex hort'
8. ex'i gen cy
9. ex on'er ate
10. ex or'bi tant
11. ex panse'
12. ex pa'ti ate
13. ex pe'di ent
14. ex'pe dite
15. ex pe di'tious
16. ex pense'
17. ex pe'ri ence
18. ex'pi ate
19. ex pi ra'tion
20. ex plic'it
21. ex ploit'
22. ex'qui site
23. ex ter'mi nate
24. ex tinct'
25. ex'tir pate
26. ex tor'tion
27. ex tra'ne ous
28. ex traor'di na ry
29. ex trav'a gant
30. ex'tri cate
31. ey'ing
32. fab'u lous
33. fa ce'tious
34. fac'ile
35. fa cil'i tate
36. fa cil'i ties
37. fac sim'i le
38. fac'tious
39. fac ti'tious
40. fal la'cious
41. fal'li ble
42. fa mil'iar
43. fas'ci nate
44. fa tigu'ing
45. fa'vor a bly
46. fea'si ble
47. fea'ture
48. fe lic'i tous
49. fe lic'i ty
50. fe roc'i ty

LESSON XVII.

1. fer'tile
2. fer'til ize
3. fic ti'tious
4. fi del'i ty
5. fierce
6. fif'ti eth
7. fil'i gree
8. fi nance'
9. fi nan'cial
10. fin an cier'
11. fix'ture
12. fla'grant
13. flan'nel
14. flex i bil'i ty
15. flim'sy
16. flu'en cy
17. flu'ent
18. for bear'ance
19. for'ci ble
20. fore clo'sure
21. fore go'
22. fore'head
23. for'eign er
24. fore tell'
25. for'fei ture
26. for'ger
27. for get'ting
28. form'al ly
29. for'mer ly
30. for'ti eth
31. for tu'i tous
32. for'ty
33. for'ward ed
34. four'teenth
35. frac'tious
36. frag'ile
37. fra'grant
38. fran'chise
39. fre'quen cy
40. frig'id
41. fru'gal
42. ful fil'ment
43. func'tion
44. fur'nace
45. fu tu'ri ty
46. gait'er
47. gar nish ee'
48. gau'ging
49. gen er al'i ty
50. gen er os'i ty

LESSON XVIII.

1. gen'er ous
2. ge ra'ni um
3. ghost
4. gi'ant
5. gi gan'tic
6. ging'ham
7. glac'i er
8. gla'zier
9. glo'ri fied
10. glyc'er in
11. gnaw
12. gor'geous
13. gos'sa mer
14. gov'ern ment
15. gov'ern or
16. gra'cious
17. gram'mar
18. gran'a ry
19. gran'deur
20. grate'ful
21. grat i fi ca'tion
22. gra tu'i tous
23. gra tu'i ty
24. greas'y
25. griev'ance
26. griev'ous
27. gri ma'ces
28. gro tesque'
29. guar an tee'
30. guar'an ty
31. guard'i an
32. guid'ance
33. gym na'si um
34. gym nas'tics
35. ha bil'i ment
36. ha bit'u al
37. hab'i tude
38. hal'cy on
39. hal'i but
40. hal lu ci na'tion
41. hand'ker chief
42. hand'some
43. ha rangue'
44. har'assed
45. har mo'ni ous
46. har'mo nize
47. haste
48. haz'ard ous
49. hei'nous
50. hem'or rhage

LESSON XIX.

1. her biv'o rous
2. he red'i ta ry
3. hes'i tate
4. hes i ta'tion
5. het'er o dox
6. het er o ge'ne ous
7. hi a'tus
8. hick'o ry
9. hid'e ous
10. hi er o glyph'ics
11. hi lar'i ty
12. hip po pot'a mus
13. hom'i ny
14. ho ri'zon
15. hor i zon'tal
16. hos til'i ty
17. hu mil'i a ting
18. hu mil i a'tion
19. hy'a cinth
20. hy'drant
21. hy drau'lic
22. hy'dro gen
23. hy dro pho'bi a
24. hy'gi ene
25. hy'phen
26. hyp oc'ri sy
27. hyp'o crite
28. hy poth'e cate
29. hy poth'e sis
30. i'ci cle
31. i den'tic al
32. i den ti fi ca'tion
33. id i o syn'cra sy
34. i dol'a try
35. ig'no min y
36. ig'no rance
37. il leg'i ble
38. il lib'er al
39. il lit'er ate
40. il lu'mi nate
41. il lu'sive
42. il lus'tri ous
43. im ag'i na ry
44. im'be cile
45. im i ta'tion
46. im mac'u late
47. im ma tur'i ty
48. im me'di ate ly
49. im mense'
50. im men'si ty

LESSON XX.

1. im mi gra'tion
2. im'mi nent
3. im mo ral'i ty
4. im mu'ta ble
5. im pan'el
6. im par'tial
7. im par ti al'i ty
8. im pelled'
9. im per'iled
10. im per'ti nence
11. im per'vi ous
12. im'pe tus
13. im'pi ous
14. im pla'ca ble
15. im'pli cate
16. im po lite'
17. im pol'i tic
18. im por'tu nate
19. im por tune'
20. im pro pri'et y
21. im pugn'
22. im'pulse
23. in a bil'i ty
24. in ac cess'i ble
25. in an'i mate
26. in au'gu rate
27. in au gu ra'tion
28. in ca pac'i tate
29. in cen'di a ry
30. in ces'sant
31. in cip'i ent
32. in ci'sion
33. in clem'en cy
34. in clem'ent
35. in cli na'tion
36. in clo'sure
37. in clu'sive
38. in com'pa ra bly
39. in con ve'nient
40. in cor'po rate
41. in cor'ri gi ble
42. in cred'i ble
43. in debt'ed ness
44. in de fat'i ga ble
45. in de fen'si ble
46. in del'i ble
47. in dem'ni fy
48. in dem'ni ty
49. in de pend'ence
50. in'di cate

LESSON XXI.

1. in dict'ment
2. in dif'fer ent
3. in dig'e nous
4. in'di gent
5. in dis creet'
6. in dis pen'sa ble
7. in di vid'u al
8. in dors'ing
9. in dul'gence
10. in ef fi'cien cy
11. in el'i gi ble
12. in er'tia
13. in ev'i ta ble
14. in ex'o ra ble
15. in ex'tri ca ble
16. in fal'li ble
17. in fec'tion
18. in'fer ence
19. in'fi nite
20. in flam'ma ble
21. in flam ma'tion
22. in flu en'tial
23. in fringe'ment
24. in gen'ious
25. in gen'u ous
26. in gra'ti ate
27. in her'it ance
28. in im'i cal
29. in iq'ui tous
30. in i'tial
31. in i'ti ate
32. in junc'tion
33. in'no cence
34. in no va'tion
35. in nu en'does
36. in oc'u late
37. in or'di nate
38. in'quest
39. in qui si'tion
40. in quis'i tive
41. in sa'tia ble
42. in scru'ta ble
43. in sen'si ble
44. in sep'a ra ble
45. in sid'i ous
46. in sig nif'i cant
47. in sin cere'
48. in sol'u ble
49. in solv'en cy
50. in stan ta'ne ous

LESSON XXII.

1. in stinc'tive
2. in struct'or
3. in'stru ment
4. in suf fi'cient
5. in sur mount'a ble
6. in sur rec'tion
7. in tel lec'tu al
8. in tel'li gent ly
9. in ten'si ty
10. in ten'tion
11. in ter cede'
12. in ter ces'sion
13. in ter dict'ed
14. in ter fer'ence
15. in ter jec'tion
16. in ter'mi na ble
17. in ter'ro gate
18. in ter rup'tion
19. in ter sperse'
20. in ter vene'
21. in tes'tate
22. in'ti ma cy
23. in'ti mate
24. in tol'er a ble
25. in tol'er ant
26. in'tri ca cy
27. in trigue'
28. in trin'sic
29. in tru'sion
30. in tu i'tion
31. in un da'tion
32. in va'ri a ble
33. in veighed'
34. in vei'gle
35. in ver'sion
36. in vert'
37. in ves ti ga'tion
38. in vid'i ous
39. in vin'ci ble
40. in vis'i ble
41. in vite'
42. in'voice
43. in volve'
44. i ras'ci ble
45. ir i des'cent
46. ir rel'e vant
47. ir rep'a ra ble
48. ir re press'i ble
49. ir re sist'i ble
50. ir re triev'a ble

LESSON XXIII.

1. ir rev'er ent
2. ir rev'o ca ble
3. ir'ri gate
4. ir'ri ta ble
5. is'o la ted
6. jeal'ous y
7. jeop'ard ize
8. jeop'ard y
9. jew'el er
10. joc'u lar
11. jour'neys
12. judg'ing
13. judg'ment
14. ju di'cial
15. ju di'cious
16. jui'ci ness
17. jus'tice
18. jus'ti fi a ble
19. ju've nile
20. ker'o sene
21. knead
22. kneel
23. knowl'edge
24. lab'o ra to ry
25. la bo'ri ous
26. lab'y rinth
27. lac'er ate
28. lam'en ta bly
29. lan'guage
30. lan'guish
31. lan'guor
32. las'si tude
33. lat'i tude
34. laud'a ble
35. lau'da num
36. la'zi ly
37. la'zi ness
38. leg'a cy
39. le'gal
40. leg'i ble
41. leg i bil'i ty
42. leg'is la tor
43. le git'i mate
44. lei'sure
45. length
46. le'ni en cy
47. let'tuce
48. li'bel ant
49. li'bel ous
50. li'cense

LESSON XXIV.

1. li bra'ri an
2. lien
3. lieu
4. lieu ten'ant
5. light'en ing
6. light'ning
7. lil'ies
8. lin'e a ment
9. lin'i ment
10. liq'ue fy
11. liq'uid
12. liq'ui date
13. lit'er a ture
14. lith og'ra pher
15. lit i ga'tion
16. li tig'ious
17. live'li hood
18. liz'ard
19. lo gi'cian
20. lon gev'i ty
21. loose
22. lo qua'cious
23. los'ing
24. lov'a ble
25. lu'cra tive
26. lu cu bra'tion
27. lu'di crous
28. lus'cious
29. lux u'ri ant
30. ly ce'um
31. mac ad'am ize
32. ma chin'er y
33. ma chin'ist
34. mack'er el
35. mag a zine'
36. ma gi'cian
37. mag'is trate
38. mag nan'i mous
39. mag ne'si a
40. mag net'ic
41. mag nif'i cence
42. mag'ni tude
43. ma hog'a ny
44. main'te nance
45. mal fea'sance
46. ma li'cious
47. ma lign'
48. ma lig'ni ty
49. man'a ging
50. ma nip'u late

LESSON XXV.

1. ma neu'ver
2. man u fac'to ry
3. man u fac'ture
4. man u fac'tur er
5. man'u script
6. ma rine'
7. mar'i time
8. mar'ket
9. mar'riage
10. mar'shal
11. mar'tial
12. mar'vel
13. mar'vel ous
14. mas'cu line
15. mas quer ade'
16. mas'sa cre
17. mas'sive
18. ma te'ri al
19. math e ma ti'cian
20. mat'ri mo ny
21. mat'tress
22. mau so le'um
23. max'i mum
24. mea'ger
25. me chan'ic al
26. mech'a nism
27. me dic'i nal
28. med'i cine
29. me'di o cre
30. me di oc'ri ty
31. meer'schaum
32. mel'an chol y
33. mel o'de on
34. mel o'di ous
35. men'ace
36. men ag'e rie
37. men da'cious
38. mer'can tile
39. mer'ce na ry
40. mer'chan dise
41. mer'ci less
42. me ri'no
43. mer i to'ri ous
44. mes'sen ger
45. met al'lic
46. met'a phor
47. me trop'o lis
48. mi'cro scope
49. mien
50. mi gnon ette'

LESSON XXVI.

1. mile'age
2. mil'i ta ry
3. mi li'tia
4. mil len'ni um
5. mil'li ner y
6. mil lion aire'
7. min'i a ture
8. min'i mum
9. mis an'thro py
10. mis cel la'ne ous
11. mis'chief
12. mis'chie vous
13. mis con'duct
14. mis de mean'or
15. mis'sile
16. mis'sion
17. mis'sive
18. moi'et y
19. mon'as ter y
20. mon'eys
21. mon'o gram
22. mon op'o lize
23. mon op'o ly
24. mon ot'o nous
25. mon stros'i ty
26. mon'strous
27. mo roc'co
28. mort'gage
29. mort ga gee'
30. mort ga geor'
31. mos qui'toes
32. mov'a ble
33. move'ment
34. mu'ci lage
35. mu'cus
36. mul ti fa'ri ous
37. mu nic'i pal
38. mu nif'i cent
39. mus'cle
40. mu si'cian
41. myr'tle
42. mys te'ri ous
43. mys'tic al
44. mys'ti cism
45. mys'ti fy
46. naph'tha
47. nar'ra tive
48. nat'u ral
49. nau'se a
50. nau'tic al

LESSON XXVII.

1. nec'es sa ry
2. ne ces'si tate
3. ne ces'si ty
4. ne fa'ri ous
5. neg'a tive
6. neg'li gence
7. ne go'tia ble
8. ne go'ti ate
9. neigh'bor
10. neph'ew
11. neu'tral
12. neu'tral ize
13. ni'ce ty
14. niche
15. niece
16. nine'ti eth
17. ni'ter
18. no'men cla ture
19. nom'i nate
20. non cha lance'
21. non'sense
22. no'tice a ble
23. no to ri'e ty
24. nox'ious
25. nu'cle us
26. nui'sance
27. nul'li fy
28. nu mer'ic al
29. ob'du ra cy
30. o be'di ence
31. o be'di ent
32. ob li ga'tion
33. ob'li ga to ry
34. ob lique'
35. ob liq'ui ty
36. ob'lo quy
37. ob'se quies
38. ob se'qui ous
39. ob'so lete
40. ob'sta cle
41. ob'sti na cy
42. ob struct'
43. ob struc'tion
44. ob tain'
45. ob tuse'
46. ob'vi ous
47. oc ca'sion
48. oc'cu pan cy
49. oc'cu pant
50. oc curred'

LESSON XXVIII.

1. oc cur'rence
2. o'cher
3. oc'u list
4. o dor if'er ous
5. of fi'cial
6. of fi'ci ate
7. of fi'cious
8. om'e let
9. o mis'sion
10. om'ni bus
11. om nip'o tent
12. om nis'cient
13. om niv'o rous
14. on'er ous
15. o paque'
16. o'pi um
17. op po'nent
18. op por tu'ni ty
19. op'po site
20. op po si'tion
21. op pro'bri um
22. op ti'cian
23. op'u lent
24. or a to'ri o
25. or'ches tra
26. or dain'
27. or'i fice
28. o rig'i nate
29. or tho graph'ic al
30. os'cil late
31. os'se ous
32. os ten'si ble
33. os ten ta'tious
34. ox'y gen
35. pack'age
36. pal'a ta ble
37. pal'ate
38. pal'li ate
39. pal'pa ble
40. par'a chute
41. par'a graph
42. par'al lel
43. par al'y sis
44. par'a lyze
45. par a pher na'li a
46. par'a site
47. par a sit'ic
48. par'a sol
49. par'cel
50. par e gor'ic

LESSON XXIX.

1. par'lia ment
2. par'rot
3. par si mo'ni ous
4. par ti al'i ty
5. par tic'i pate
6. par'ti cle
7. par tic'u lar
8. par ti'tion
9. pa thet'ic
10. pa'tience
11. pat'ron ize
12. pa vil'ion
13. peace'a ble
14. pe cul'iar
15. pe cu li ar'i ties
16. pe cu'ni a ry
17. ped'es tal
18. pen'du lum
19. pen'e trate
20. pen i ten'tia ry
21. pen'nant
22. pe nu'ri ous
23. pen'u ry
24. per ceive'
25. per cep'ti ble
26. per'emp to ry
27. per en'ni al
28. per'il ous
29. per'jure
30. per'ju ry
31. per'ma nent
32. per mis'si ble
33. per ni'cious
34. per pet u a'tion
35. per plex'i ty
36. per'qui site
37. per se ver'ance
38. per sist'ence
39. per spi ra'tion
40. per suade'
41. per sua'sion
42. per ti nac'i ty
43. per'ti nent
44. per tur ba'tion
45. pe ruse'
46. per ver'sion
47. per ver'si ty
48. pes'ti lence
49. pe ti'tion ing
50. pe tro'le um

LESSON XXX.

1. pet'u lant
2. pha'e ton
3. phan'tom
4. phe'nix
5. phe nom'en on
6. phi lan'thro py
7. phi los'o phy
8. phlegm
9. phos'phor us
10. phra se ol'o gy
11. phys'ic al
12. phy si'cian
13. phy sique'
14. pic tur esque'
15. piece
16. pig'eon
17. pi'quan cy
18. pi'ra cy
19. pit'e ous
20. pit'i a ble
21. pit'i ful
22. pit'tance
23. plac'ard
24. pla'gi a rism
25. pla'guy
26. plain'tiff
27. plain'tive
28. pla teau'
29. plau'dit
30. plau'si ble
31. pleas'ant
32. ple'na ry
33. plen'te ous
34. pleu'ri sy
35. poign'an cy
36. poi'son
37. pol i ti'cian
38. po lyg a my
39. pome'gran ate
40. pom'pous
41. porce'lain
42. por'ous
43. por tent'ous
44. po si'tion
45. pos sess'
46. pos ses'sion
47. pos si bil'i ty
48. post pone'
49. post'script
50. po'tent

LESSON XXXI.

1. po'ten cy
2. po ten'tial
3. poul'tice
4. prac'tic al
5. prac ti'tion er
6. prai'rie
7. pre ce'dence
8. prec'e dent
9. pre'cinct
10. pre'cious
11. prec'i pice
12. pre cip'i tate
13. pre ci'sion
14. pred e ces'sor
15. pre dic'a ment
16. pre dict'
17. pre di lec'tion
18. pre dom'i na ting
19. pre em'i nent
20. pre ferred'
21. pref'er a bly
22. pref'er ence
23. prej'u dice
24. prej u di'cial
25. pre lim'i na ry
26. pre pon'der ance
27. pre'science
28. pre scribe'
29. pre scrip'tion
30. pre sen'ti ment
31. pre sent'ment
32. pres'i den cy
33. pre su'ma bly
34. pre sume'
35. pre sump'tion
36. pre sump'tu ous
37. pre tense'
38. pre ten'sion
39. pre ten'tious
40. prev'a lence
41. pre'vi ous ly
42. prim'i tive
43. prin'ci pal ly
44. prin'ci ple
45. priv'i lege
46. prob a bil'i ty
47. prob'a bly
48. pro ce'dure
49. proc'ess
50. proc la ma'tion

LESSON XXXII.

1. pro cras'ti nate
2. prod'i gy
3. pro fane'
4. prof'fered
5. pro fi'cient
6. pro'file
7. prog nos'ti cate
8. pro'gram
9. prom en ade'
10. prom'i nence
11. pro mis'cu ous
12. prom'is so ry
13. prompt'i tude
14. pro mul'gate
15. pro nounce'
16. pro noun'cing
17. pro pen'si ty
18. proph'e cy
19. pro pi'ti ate
20. pro pi'tious
21. pro pri'et y
22. pro sa'ic
23. pros'e cute
24. pros e cu'tion
25. pros'e lyte
26. pros'per ous
27. pros per'i ty
28. pro thon'o ta ry
29. pro vin'cial
30. prov o ca'tion
31. pro voke'
32. prox im'i ty
33. pru'dence
34. pub lic'i ty
35. pul'mo na ry
36. pul'ver ize
37. punc'tu al ly
38. punc tu al'i ty
39. pur'chase
40. pur loin'
41. pur'port
42. pur'pose
43. pur su'ant
44. pur sue'
45. pur su'ing
46. pur suit'
47. pu sil lan'i mous
48. puz'zle
49. pyr'a mid
50. py ro tech'nic

LESSON XXXIII.

1. qual i fi ca'tion
2. quar'an tine
3. quar'rel
4. qui es'cent
5. quin'in
6. quo'ta
7. rad'i cal
8. rail'ler y
9. rai'sin
10. ra pa'cious
11. ra pac'i ty
12. ra pid'i ty
13. rar'e fy
14. rar'i ty
15. rasp'ber ries
16. rat i fi ca'tion
17. re bel'lious
18. re cede'
19. re ceipt'
20. re ceiv'a ble
21. re ceiv'ing
22. re'cent ly
23. re cep'ta cle
24. re cep'tion
25. rec'i pe
26. re cip'i ent
27. re cip'ro cal
28. re cip'ro cate
29. rec i proc'i ty
30. rec i ta'tion
31. rec ol lec'tion
32. rec om mend'
33. rec om men da'tion
34. rec'om pense
35. rec on noi'ter
36. rec're ant
37. re cu'per ate
38. re cur'rence
39. re doubt'a ble
40. re en forced'
41. re ferred'
42. ref er ee'
43. ref'er ence
44. re frig'er a tor
45. reg u la'tion
46. re hearse'
47. reign
48. re im burse
49. rein'deer
50. re it'er ate

LESSON XXXIV.

1. rel'e ga ted
2. re lieve'
3. re lig'ion
4. re luc'tance
5. rem i nis'cence
6. re mit'tance
7. re mu'ner a tive
8. re nounce'
9. re nown'
10. rep a ra'tion
11. re pent'ance
12. rep e ti'tion
13. re plev'in
14. rep re hen'si ble
15. rep re sent'a tive
16. re prieve'
17. rep ri mand'
18. re pri'sal
19. re proach'
20. rep'tile
21. re pu'di ate
22. re pulse'
23. rep'u ta ble
24. re quire'ment
25. req'ui site
26. re quite'
27. re scind'
28. res'er voir
29. res'i dence
30. res'i due
31. re sign'
32. res ig na'tion
33. re sist'ance
34. res o lu'tion
35. re sour'ces
36. re spect'
37. re spect'a ble
38. res pi ra'tion
39. res'pite
40. re spon'si ble
41. re spon'sive
42. res'tau rant
43. re sump'tion
44. re sus'ci tate
45. re tal'i ate
46. ret'i cence
47. ret'i cent
48. re tort'
49. re trieve'
50. ret'ro spect

LESSON XXXV.

1. re venge'
2. rev'e nue
3. re ver ber a'tion
4. rev'er ence
5. re verse'
6. re volve'
7. rhe tor'ic al
8. rheu'ma tism
9. rhu'barb
10. ribbed
11. ri dic'u lous
12. right'eous
13. rogue
14. rogu'ish
15. route
16. rou'tine
17. ruf'fi an
18. sac'cha rine
19. sac'ri fice
20. sac'ri lege
21. sac ri le'gious
22. sa ga'cious
23. sa gac'i ty
24. sa'la ble
25. sal'ad
26. sal'a ry
27. sa'line
28. sa li'va
29. sa lu'bri ous
30. sal'u ta ry
31. sanc'tion
32. sanc'tu ar y
33. san'guine ly
34. san'i ta ry
35. san'i ty
36. sar cas'tic al ly
37. sar sa pa ril'la
38. sas'sa fras
39. satch'el
40. sa ti'e ty
41. sat is fac'to ri ly
42. saun'ter ing
43. sau'sage
44. scan'dal
45. scarce'ly
46. scar'ci ty
47. scar la ti'na
48. scen'ic
49. scent
50. scep'ter

LESSON XXXVI.

1. sched'ule
2. scheme
3. sci en tif'ic
4. scin'til late
5. scis'sors
6. scoun'drel
7. scourge
8. scru'ti ny
9. scum
10. scur'ril ous
11. scythe
12. se clude'
13. se'cre cy
14. sec're tar y
15. se crete'
16. se cure'
17. sed'a tive
18. sed'en ta ry
19. sed'u lous ly
20. seize
21. sei'zure
22. sel'dom
23. sem'i na ry
24. sen si bil'i ty
25. sen'si ble
26. sen'si tive ness
27. sen'tence
28. sen ten'tious
29. sen'ti ent
30. sen'ti nel
31. sep'a ra ble
32. sep'a rate
33. ser e nade'
34. se rene'
35. se ren'i ty
36. se'ri es
37. se'ri ous
38. serv'ice a ble
39. serv'i tude
40. sher'iff
41. shield
42. shipped
43. shrewd'ly
44. siege
45. sieve
46. sig nif'i cant
47. si'lence
48. sim i lar'i ty
49. si mil'i tude
50. sim ul ta'ne ous

LESSON XXXVII.

1. sin cere'
2. sin cer'i ty
3. si'ne cure
4. site
5. skein
6. skep'tic
7. skil'ful
8. slov'en ly
9. so bri'e ty
10. so'cial ly
11. so ci'e ty
12. so lem'ni ty
13. so lic'it ous
14. so lic'i tude
15. so lil'o quy
16. sol'i ta ry
17. sol'u ble
18. so lu'tion
19. so no'rous
20. soph'o more
21. sou ve nir'
22. sov'er eign
23. spa'cious
24. spe'cial
25. spe'cie
26. spe'ci es
27. spec i fi ca'tion
28. spec'i fied
29. spe'cious
30. speed'i ly
31. spit toon'
32. splen'did
33. spon'gy
34. spon ta'ne ous
35. spoon'fuls
36. spright'ly
37. stag'nant
38. sta tis'tics
39. sten'cil
40. ster'e o type
41. ste've dore
42. stim'u late
43. stip'u late
44. stom'ach
45. strat'a gem
46. strength'ened
47. stren'u ous
48. strin'gen cy
49. strych'nin
50. stu'pe fy

LESSON XXXVIII.

1. stu pen'dous
2. sub'ju gate
3. sub merge'
4. sub poe'na
5. sub scribe'
6. sub'se quent
7. sub serv'i en cy
8. sub'si dize
9. sub sist'ence
10. sub stan'tial
11. sub stan'ti ate
12. sub ter ra'ne an
13. sub'tile
14. sub'tle
15. sub'tle ty
16. sub vert'
17. suc cess'ful
18. suc cess'ful ly
19. suc ces'sive
20. suc cumb'
21. suf fice'
22. suf fi'cient
23. suf'fo cate
24. sug gest'ed
25. su'i cide
26. suit'a bly
27. suite
28. sum'ma ry
29. sum'mons es
30. sump'tu ous
31. su per an'nu a ted
32. su per cil'i ous
33. su per'flu ous
34. su per in tend'ent
35. su per'la tive
36. su per sede'
37. su per sti'tious
38. su per vise'
39. sup po si'tion
40. su prem'a cy
41. su preme'
42. sur'feit
43. sur'plus
44. sur rep ti'tious
45. sur'ro gate
46. sur vey'or
47. sus cep ti bil'i ty
48. sus cep'ti ble
49. sus pense'
50. sus pi'cion

LESSON XXXIX.

1. sus pi'cious
2. sus'te nance
3. sym'bol ize
4. sym met'ric al
5. sym'pa thize
6. sym'pa thy
7. symp'tom
8. syn'a gogue
9. syn'di cate
10. syn on'y mous
11. syn op'sis
12. syr'inge
13. sys tem at'ic
14. ta bleau'
15. tac'it ly
16. tac'i turn
17. tan'ta lize
18. tan'ta mount
19. tar'iff
20. tau tol'o gy
21. teach'a ble
22. tech'nic al
23. te'di ous
24. tel'e phone
25. tel'e scope
26. tem'per ance
27. tem pes'tu ous
28. tem'po ra ri ly
29. tem'po rize
30. ten'a ble
31. te na'cious
32. ten'an cy
33. ten'ant
34. tend'en cy
35. ter'mi nate
36. ter res'tri al
37. ter'ri to ry
38. tes ta men'ta ry
39. tes ta'tor
40. tes ti mo'ni al
41. tes'ti mo ny
42. the o ret'ic al
43. thief
44. thiev'ish
45. thor'ough
46. threat'ened
47. thresh'old
48. tierce
49. tinc'ture
50. tis'sue

LESSON XL.

1. to-mor'row
2. tor'toise
3. traf'fic
4. trag'ic al
5. tran quil'li ty
6. tran scend'ent
7. trans fer'a ble
8. tran'sient
9. trans i'tion
10. trans pa'rent
11. tran spire'
12. trav'el er
13. treach'er ous
14. treach'er y
15. treas'ur er
16. treas'ur y
17. trea'tise
18. tre men'dous
19. tres'pass
20. tril'lion
21. trite
22. tri'umph
23. tu i'tion
24. tur'bid
25. tur'bu lent
26. tur'pen tine
27. tur'pi tude
28. ty'phoid
29. typ'ic al
30. ty pog'ra phy
31. tyr'an nize
32. tyr'an ny
33. ul'cer
34. ul'ti mate
35. um brel'la
36. u nan'i mous
37. un con'scious
38. un'der hand
39. un der'rate'
40. un eas'i ness
41. un e quiv'o cal
42. un fa'vor a ble
43. un in tel'li gi ble
44. u nique'
45. u ni ver'sal ly
46. un man'age a ble
47. un nec'es sa ry
48. un par'al leled
49. un prej'u diced
50. un til'

LESSON XLI.

1. un war'rant a ble
2. un wont'ed
3. u sur pa'tion
4. u'su ry
5. va'can cy
6. va ca'tion
7. vac'ci nate
8. vac'il la ting
9. vac'u um
10. vague
11. val'iant
12. val'id
13. va lise'
14. val'ue less
15. va nil'la
16. van'quish
17. va por i za'tion
18. va'ri e ga ted
19. va ri'et y
20. vaunt'ing ly
21. veg'e ta ble
22. veg e ta'tion
23. ve'he mence
24. ve'hi cle
25. ve loc'i ty
26. ve neer'ing
27. ven'er a ble
28. venge'ance
29. ven'om ous
30. ven ti la'tion
31. ven'ture some
32. ve rac'i ty
33. ver'bal ly
34. ver ba'tim
35. ver'bi age
36. ver i fi ca'tion
37. ver mil'ion
38. ver sa til'i ty
39. ves'sel
40. ves'tige
41. vet'er i na ry
42. vex a'tious
43. vi cin'i ty
44. vi'cious
45. vi cis'si tude
46. vic to'ri ous
47. vict'uals
48. vig'i lance
49. vign ette'
50. vil'i fy

LESSON XLII.

1. vil'lage
2. vil'lain
3. vin'e gar
4. vi'o late
5. vi'o lence
6. vi'o lent
7. vir'tu al ly
8. vir'u lent
9. vis'cid
10. vis'i ble
11. vi'ti ate
12. vit're ous
13. vi tu per a'tion
14. vi va'cious
15. vi vac'i ty
16. vo cab'u la ry
17. vo cif'er ous
18. vogue
19. vol'a tile
20. vo lu'mi nous
21. vol'un ta ri ly
22. vol un teer'
23. vouch'ers
24. voy'age
25. vul'ner a ble
26. waste'ful ness
27. wear'i some
28. Wednes'day
29. wee'vil
30. weird
31. whith'er
32. whole'some
33. whol'ly
34. wield
35. with hold'
36. wit'ti cism
37. won'drous
38. wor'shiped
39. wran'gle
40. wreathe
41. writhe
42. yacht
43. yield
44. zeal'ous
45. ze'nith
46. zeph'yr
47. zinc
48. zo'di ac
49. zo ol'o gy
50. zou ave'

SIMPLE RULES FOR SPELLING.

Final *e* Silent.

1. Final *e* silent is dropped when a syllable beginning with a vowel is added.

care, caring	receive, receiving
oblige, obliging	move, movable
sale, salable	judge, judging
owe, owing	force, forcible

rogue, roguish

EXCEPTIONS: dyeing, tingeing, singeing, hoeing, shoeing, mileage, toeing, twingeing

2. Final *e* silent is retained when a syllable beginning with a consonant is added.

care, careful	move, movement
peace, peaceful	engage, engagement

whole, wholesome

EXCEPTIONS: judgment, lodgment, acknowledgment, abridgment, argument, nursling, duly, wisdom, awful, wholly, truly, woful

3. Words ending in *ce* and *ge* retain the *e* before the syllables *able* and *ous*.

notice, noticeable	courage, courageous
charge, chargeable	peace, peaceable

advantage, advantageous

Final

1. *Y* final preceded by a consonant is changed into *i* when a syllable is added.

fancy, fanciful	healthy, healthier
supply, supplied	merry, merriment
busy, busier	fury, furious
deny, denial	glory, glorious
lively, livelier	lazy, lazier

try, trial

EXCEPTIONS: dryness, slyness, shyness

2. Elsewhere, *ie* is used.

relieve	conscience	piece
believe	wield	chief
reprieve	tierce	lien
grieve	shield	handkerchief
	mischievous	

EXCEPTIONS: neither, either, leisure, weird, counterfeit, surfeit, forfeit

The Terminations *ceed, cede, sede.*

But *one* word ends in *sede—supersede.*

But *three* words end in *ceed—exceed, proceed, succeed.*

All others end in *cede.*

(NOTE: In adding *ure, proceed* drops one *e; procedure.*)

ETYMOLOGY.

Fifty roots, with over two thousand derivatives in common use.

1. *Act* (*Ag*)=Do, PERFORM.

act	en***act***ment	***act***ual
actor	re-en***act***	***act***ually
actress	re***act***	***act***uated
action	re***act***ion	***act***uary
active	counter***act***	***ag***ent
actively	trans***act***	***ag***ency
activity	trans***act***ion	re***ag***ent
actionable	ex***act***	***ag***itate
in***act***ion	ex***act***ing	***ag***itation
in***act***ive	ex***act***ion	***ag***ile
in***act***ivity	ex***act***ly	***ag***ility
en***act***	ex***act***ness	

2. *Anim*=LIFE, SPIRIT, MIND.

animal	***anim***osity	pusill***anim***ous
animalcule	***anim***advert	pusill***anim***ity
animate	***anim***adversion	un***anim***ous
animation	magn***anim***ous	un***anim***ously
in***anim***ate	magn***anim***ously	un***anim***ity
re***anim***ate	magn***anim***ity	equ***anim***ity

3. *Ann* (*Enn*)=YEAR.

annals	super***ann***uated	cent***enn***ial
annuity	***ann***ual	per***enn***ial
annuitant	***ann***ually	mill***enn***ium
semi***ann***ual	bi***enn***ial	mill***enn***ial
anniversary	tri***enn***ial	

4. *Arch*=First, Chief, Ruler, Govern.

archaeology	mon***arch***	***arch***itect
archives	mon***arch***ical	***arch***itectural
archaic	patri***arch***	***arch***
archaism	patri***arch***al	***arch***bishop
an***arch***y	hier***arch***y	***arch***deacon
an***arch***ist	***arch***angel	***arch***duke
mon***arch***y	***arch***itecture	

5. *Arm*=Arm, Weapon.

arms	***arm***y	***arm***ory
armed	***arm***ament	***arm***istice
un***arm***ed	***arm***or	***arm***ada
dis***arm***	***arm***orer	***arm***ature

6. *Cad* (*Cid*, *Cas*)=Fall, Happen.

cadence	in***cid***ental	***cas***e
de***cad***ence	in***cid***entally	***cas***ual
cas***cad***e	oc***cid***ent	***cas***ually
ac***cid***ent	oc***cid***ental	***cas***ualty
ac***cid***ental	coin***cid***e	oc***cas***ion
ac***cid***entally	coin***cid***ence	oc***cas***ional
in***cid***ent	de***cid***uous	oc***cas***ionally

7. *Cap* (*Cip*, *Cept*, *Ceipt*, *Ceive*, *Cup*)=Take, Hold.

capable	***cap***aciousness	parti***cip***ation
capability	***cap***tive	parti***cip***ant
in***cap***able	***cap***tivity	parti***cip***le
capacity	***cap***tor	parti***cip***ial
in***cap***acity	***cap***ture	prin***cip***al
in***cap***acitate	***cap***tivate	prin***cip***ally
capacious	parti***cip***ate	prin***cip***ality

prin*cip*le
unprin*cip*led
re*cip*e
re*cip*ient
antic*ip*ate
antic*ip*ation
eman*cip*ate
eman*cip*ation
muni*cip*al
muni*cip*ality
ac*cept*
ac*cept*ance
ac*cept*ation
ac*cept*able
ac*cept*ably
unac*cept*able
con*cept*ion
miscon*cept*ion
de*cept*ion
de*cept*ive
ex*cept*
ex*cept*ing
ex*cept*ion
ex*cept*ional
ex*cept*ionable
unex*cept*ionable
in*cept*ion
inter*cept*
inter*cept*ion
per*cept*ion
per*cept*ible
per*cept*ibly
imper*cept*ible
inper*cept*ibly
per*cept*ive
pre*cept*
pre*cept*or
re*cept*ion
re*cept*ive
re*cept*acle
sus*cept*ible
sus*cept*ibility
sus*cept*ive
con*ceit*
con*ceit*ed
de*ceit*
de*ceit*ful
de*ceit*fully
de*ceit*fulness
re*ceipt*
re*ceipt*ed
con*ceive*
de*ceive*
de*ceiver*
unde*ceive*
unde*ceived*
per*ceive*
unper*ceived*
precon*ceived*
re*ceive*
re*ceiver*
re*ceivable*
oc*cupy*
oc*cupation*
oc*cupant*
oc*cupancy*
preoc*cupied*
preoc*cupation*

8. *Carn*=Flesh.

*carn*al
*carn*ally
*carn*ivorous
*carn*ival
*carn*age
*carn*ation
*carn*elian
in*carn*ate
in*carn*ation

9. *Ced* (*Ceed, Cess, Cease*)=Go, Yield, Stop.

*ced*e
*cess*ion
ac*ced*e
ac*cess*ion
ac*cess*
ac*cess*ible

inac*cess*ible	pre*ced*ence	suc*cess*fully
ac*cess*ory	unpre*ced*ented	unsuc*cess*ful
ante*ced*ent	pro*ceed*	unsuc*cess*fully
con*ced*e	pro*cess*ion	suc*cess*or
con*cess*ion	pro*cess*	suc*cess*ive
ex*ceed*	pro*ced*ure	suc*cess*ively
ex*ceed*ing	re*cede*	*cease*
ex*ceed*ingly	retro*cess*ion	*cease*less
ex*cess*	re*cess*	*cease*lessly
ex*cess*ive	re*cess*ional	in*cess*ant
ex*cess*ively	se*cede*	in*cess*antly
inter*ced*e	se*cess*ion	*cess*ation
inter*cess*ion	suc*ceed*	de*cease*
inter*cess*or	suc*cess*ion	de*ceased*
pre*ced*e	suc*cess*	prede*cess*or
pre*ced*ent	suc*cess*ful	abs*cess*

10. *Cid* (*Cis*)=Kill, Cut.

homi*cide*	de*cis*ive	ex*cis*ion
sui*cide*	de*cis*ively	in*cis*ed
infanti*cide*	de*cis*iveness	in*cis*ion
fratri*cide*	unde*cid*ed	in*cis*ive
parri*cide*	inde*cis*ion	in*cis*or
regi*cide*	con*cise*	pre*cise*
de*cide*	con*cis*ely	pre*cis*ely
de*cid*edly	con*cis*eness	pre*cis*eness
de*cis*ion	ex*cise*	pre*cis*ion

11. *Claim* (*Clam*)=Shout, Cry out.

claim	de*claim*	dis*claim*
*claim*ant	de*clam*ation	dis*claim*er
un*claim*ed	de*clam*atory	ex*claim*

ex*clam*ation pro*clam*ation *clam*or
ex*clam*atory re*claim* *clam*orous
pro*claim* irre*claim*able ac*clam*ation

12. *Clud* (*Clus*, *Clos*)=Shut, Close.

con*clud*e in*clus*ion *clos*ely
con*clus*ion in*clus*ive *clos*ing
con*clus*ive in*clus*ively *clos*eness
con*clus*ively pre*clud*e *clos*et
con*clus*iveness pre*clus*ion dis*clos*e
ex*clud*e re*clus*e dis*clos*ure
ex*clus*ion se*clud*e en*clos*e
ex*clus*ive se*clus*ion en*clos*ure
ex*clus*ively *clos*e in*clos*e
in*clud*e *clos*er in*clos*ure

13. *Cord*=The Heart.

*cord*ial ac*cord*ingly dis*cord*ant
*cord*ially ac*cord*ance re*cord*
*cord*iality con*cord* re*cord*er
ac*cord* con*cord*ance unre*cord*ed
ac*cord*ing dis*cord*

14. *Cur* (*Curs*, *Cours*)=Run, Go.

*cur*rent dis*cours*e re*cur*
*cur*rently dis*curs*ive re*cur*rence
*cur*rency ex*curs*ive re*cours*e
un*cur*rent ex*curs*ion pre*curs*or
con*cur* in*cur* *curs*ory
con*cur*rent in*curs*ion *cours*e
con*cur*rently oc*cur* *cours*er
con*cur*rence oc*cur*rence inter*cours*e
con*cours*e

15. *Cura* (*Cure, Care*)=CARE, CHARGE, CURE.

ac*cura*te	se*cure*	*cura*te
ac*cura*tely	se*curè*ly	sine*cure*
ac*cura*cy	se*cur*ity	*care*
inac*cura*te	inse*cure*	*care*ful
inac*cura*tely	inse*cur*ity	*care*fully
inac*cura*cy	pro*cure*	*care*fulnes
cure	*cur*ious	*care*less
*cura*tive	*cur*iously	*care*lessly
*cura*blè	*cur*iosity	*care*lessness
in*cura*ble		

16. *Dict*=SAY, SPEAK, TELL.

*dict*ion	contra*dict*ion	male*dict*ion
*dict*ionary	pre*dict*	in*dict*
*dict*ate	pre*dict*ion	in*dict*ment
*dict*ation	e*dict*	in*dict*able
*dict*ator	ad*dict*ed	juris*dict*ion
*dict*atorial	inter*dict*	ver*dict*
*dict*atory	inter*dict*ion	vale*dict*ory
contra*dict*	bene*dict*ion	vale*dict*orian
contra*dict*ory		

17. *Duc* (*Duct*)=LEAD, DRAW.

ad*duc*e	uncon*duct*ed	in*duc*ement
ad*duc*ible	de*duc*e	superin*duc*ed
con*duc*e	de*duc*ible	in*duct*
con*duc*ive	de*duct*	in*duct*ion
con*duc*ible	de*duct*ion	in*duct*ive
con*duct*	de*duct*ive	intro*duc*e
con*duct*or	in*duc*e	intro*duct*ion
miscon*duct*	in*duc*ed	intro*duct*ory

pro*duce*	re*duc*tion	e*duc*ator
pro*duc*er	re*duc*ible	e*duc*ative
pro*duc*ible	irre*duc*ible	une*duc*ated
pro*duct*	se*duce*	*duct*
pro*duc*tion	se*duc*tion	*duct*ile
pro*duc*tive	se*duc*tive	*duct*ility
pro*duct*iveness	tra*duce*	ab*duct*
repro*duce*	e*duc*ate	ab*duct*or
repro*duc*tion	e*duc*ation	ab*duc*tion
re*duce*	e*duc*ational	aque*duct*

18. *Equa* (*Equi*)=EQUAL.

*equa*l	*equa*tor	*equi*noctial
*equa*lly	*equa*torial	*equi*ty
*equa*lity	ade*equa*te	*equi*table
ine*equa*lity	ade*equa*tely	*equi*tably
une*equa*l	inade*equa*te	in*iqui*ty
une*equa*lly	inade*equa*tely	in*iqui*tous
une*equa*led	inade*equa*cy	*equi*valent
*equa*ble	*equa*nimity	*equi*valence
*equa*bly	*equi*librium	*equi*vocate
*equa*lize	*equi*poise	*equi*vocator
*equa*lization	*equi*lateral	*equi*vocation
*equa*te	*equi*angular	*equi*vocal
*equa*ted	*equi*distant	*equi*vocally
*equa*tion	*equi*nox	une*equi*vocal

19. *Fac* (*Fic*, *Fect*, *Fy*)=MAKE, DO.

*fac*t	manu*fac*ture	*fac*tion
*fac*tor	manu*fac*turer	*fac*tional
*fac*tory	*fac*titious	*fac*ile

*fac*ility
*fac*ilitate
bene*fac*tor
bene*fac*tion
arti*fic*e
arti*fic*er
arti*fic*ial
arti*fic*ially
edi*fic*e
bene*fic*ial
bene*fic*ially
bene*fic*iary
bene*fic*ent
bene*fic*ence
de*fic*ient
de*fic*iency
de*fic*it
dif*fic*ult
dif*fic*ulty
ef*fic*ient
ef*fic*iency
inef*fic*ient
inef*fic*iency
co-ef*fic*ient
ef*fic*acy
ef*fic*acious
ef*fic*aciously
ef*fic*aciousness
magni*fic*ent
magni*fic*ently
magni*fic*ence
muni*fic*ent
muni*fic*ently
muni*fic*ence
of*fic*e
of*fic*ial
of*fic*iate
of*fic*ious
of*fic*iously
of*fic*iousness
pro*fic*ient
pro*fic*iency
sacri*fic*e
suf*fic*e
suf*fic*ient
suf*fic*iently
suf*fic*iency
insuf*fic*ient
insuf*fic*iently
all-suf*fic*ient
self-suf*fic*ient
self-suf*fic*iency
af*fect*
af*fect*ion
af*fect*ionate
af*fect*ionately
af*fect*ation
af*fect*ed
af*fect*edly
con*fect*ion
con*fect*ioner
con*fect*ionery
de*fect*
de*fect*ive
de*fect*ion
ef*fect*
ef*fect*ive
ef*fect*ively
ef*fect*ual
ef*fect*ually
ineff*fect*ual
in*fect*ion
in*fect*ious
per*fect*
per*fect*ed
per*fect*ion
per*fect*ly
imper*fect*
imper*fect*ly
imper*fect*ion
pre*fect*
ampli*fy*
ampli*fic*ation
beauti*fy*
certi*fy*
certi*fied*
certi*fic*ation
certi*fic*ate
clari*fy*
clari*fic*ation
classi*fy*
classi*fied*
cruci*fy*

cruci*fix*ion
digni*fy*
digni*fied*
diversi*fy*
diversi*fied*
diversi*fic*ation
edi*fy*
edi*fic*ation
electri*fy*
exempli*fy*
exempli*fic*ation
falsi*fy*
falsi*fied*
falsi*fic*ation
forti*fy*
forti*fied*
forti*fic*ation
glori*fy*
glori*fied*
glori*fic*ation
grati*fy*
grati*fied*
grati*fic*ation
justi*fy*
justi*fied*
justi*fic*ation
unjusti*fiable*
lique*fy*
lique*fied*
lique*fac*tion
magni*fy*
magni*fied*
modi*fy*
modi*fied*
modi*fic*ation
modi*fier*
molli*fy*
molli*fic*ation
morti*fy*
morti*fied*
morti*fic*ation
noti*fy*
noti*fic*ation
nulli*fy*
nulli*fic*ation
paci*fy*
paci*fic*ation
paci*fic*
personi*fy*
personi*fic*ation
petri*fy*
petri*fied*
petri*fac*tion
proli*fic*
puri*fy*
puri*fied*
puri*fic*ation
rare*fy*
rare*fied*
rare*fac*tion
quali*fy*
quali*fied*
quali*fic*ation
unquali*fied*
disquali*fy*
disquali*fied*
disquali*fic*ation
rati*fy*
rati*fied*
rati*fic*ation
recti*fy*
recti*fied*
sancti*fy*
sancti*fied*
sancti*fic*ation
satis*fy*
satis*fac*tion
satis*fac*tory
satis*fac*torily
dissatis*fy*
dissatis*fied*
dissatis*fac*tion
unsatis*fied*
unsatis*fy*ing
unsatis*fac*tory
unsatis*fac*torily
self-satis*fied*
scienti*fic*
scienti*fic*ally
signi*fy*
signi*fic*ation
signi*fic*ant
signi*fic*antly

signi*fic*ance
insigni*fic*ant
insigni*fic*ance
simpli*fy*
simpli*fied*
simpli*fic*ation
speci*fy*
speci*fied*
speci*fic*ation
speci*fic*
speci*fic*ally
stupe*fy*
stupe*fied*
stupe*fac*tion
terri*fy*
terri*fic*
terri*fic*ally
testi*fy*
typi*fy*
veri*fy*
veri*fic*ation

20. *Fer*=Carry, Bear, Yield.

con*fer*
con*fer*ring
con*fer*red
con*fer*ence
de*fer*
de*fer*ring
de*fer*red
de*fer*ence
de*fer*ential
dif*fer*
dif*fer*ing
dif*fer*ent
dif*fer*ently
dif*fer*ence
dif*fer*ential
indif*fer*ence
indif*fer*ent
indif*fer*ently
in*fer*
in*fer*ring
in*fer*red
in*fer*ence
in*fer*ential
in*fer*entially
of*fer*
of*fer*ing
of*fer*ed
of*fer*tory
pre*fer*
pre*fer*ring
pre*fer*red
pre*fer*ence
pre*fer*ment
pre*fer*able
pre*fer*ably
prof*fer*
prof*fer*ing
prof*fer*ed
re*fer*
re*fer*ring
re*fer*red
re*fer*ence
re*fer*able
re*fer*ential
re*fer*ee
suf*fer*
suf*fer*ing
suf*fer*ed
suf*fer*er
suf*fer*ance
insuf*fer*able
insuf*fer*ably
trans*fer*
trans*fer*ring
trans*fer*red
trans*fer*able
*fer*tile
*fer*tilize
*fer*tility
*fer*tilization
*fer*ry
*fer*riage
coni*fer*ous
luci*fer*
pesti*fer*ous
somni*fer*ous
circum*fer*ence
voci*fer*ous
voci*fer*ate

21. *Fin*=End, Limit.

fin*e*	in***fin****ity*	inde***fin****iteness*
fin*er*	in***fin****itude*	de***fin****itive*
fin*ely*	in***fin****itesimal*	de***fin****ition*
fin*eness*	con***fin****e*	unde***fin****ed*
fin*ery*	con***fin****es*	unde***fin****able*
fin*ish*	con***fin****ement*	af***fin****ity*
fin*ished*	uncon***fin****ed*	***fin****al*
fin*ishing*	de***fin****e*	***fin****ally*
fin*isher*	de***fin****ite*	re***fin****e*
un***fin****ished*	de***fin****itely*	re***fin****er*
fin*ite*	de***fin****iteness*	re***fin****ement*
in***fin****ite*	inde***fin****ite*	unre***fin****ed*
in***fin****itely*	inde***fin****itely*	super***fin****e*
in***fin****itive*		

22. *Flu*=Flow.

flu*id*	***flu****ctuation*	in***flu****x*
flu*idity*	af***flu****ent*	in***flu****ence*
semi***flu****id*	af***flu****ence*	in***flu****ential*
flu*ent*	con***flu****ence*	re***flu****x*
flu*ently*	ef***flu****ent*	super***flu****ous*
flu*ency*	ef***flu****vium*	super***flu****ity*
flu*ctuate*	ef***flu****via*	

23. *Form*=Form.

form	***form****ation*	con***form****able*
form*al*	***form****ative*	con***form****ably*
form*ality*	***form****ula*	non-con***form****ity*
form*ally*	***form****ulary*	de***form***
in***form****al*	con***form***	de***form****ity*
in***form****ality*	con***form****ity*	de***form****ed*
in***form****ally*	con***form****ation*	dif***form****ity*

in*form*	per*form*	re*form*ative
in*form*ed	per*form*er	trans*form*
in*form*ant	per*form*ance	trans*form*ing
in*form*er	unper*form*ed	trans*form*ation
in*form*ation	re*form*	uni*form*
misin*form*	re*form*ed	uni*form*ly
misin*form*ed	re*form*ation	uni*form*ity
multi*form*	re*form*er	

24. *Fus*=Melt, Pour out, Spread.

*fus*e	dif*fus*ive	pro*fus*eness
*fus*ion	dif*fus*ively	pro*fus*ion
*fus*ible	dif*fus*iveness	re*fus*e
*fus*ibility	dif*fus*ion	re*fus*al
con*fus*e	ef*fus*ive	re*fus*ed
con*fus*ion	ef*fus*ively	suf*fus*e
con*fus*ed	ef*fus*ion	suf*fus*ion
con*fus*edly	in*fus*e	suf*fus*ed
dif*fus*e	in*fus*ed	trans*fus*e
dif*fus*ely	in*fus*ion	trans*fus*ion
dif*fus*eness	pro*fus*e	trans*fus*ed
dif*fus*ed	pro*fus*ely	

25. *Graph* (*Grav*, *Gram*)=Write.

*graph*ic	geo*graph*y	ortho*graph*y
*graph*ically	geo*graph*ical	ortho*graph*ical
*graph*ite	lexico*graph*y	para*graph*
auto*graph*	lexico*graph*er	phono*graph*
bio*graph*y	litho*graph*	phono*graph*y
bio*graph*ical	litho*graph*er	photo*graph*
autobio*graph*y	litho*graph*y	photo*graph*y
chiro*graph*y	litho*graph*ic	photo*grav*ure

steno*graph*y
steno*grapher*
steno*graph*ic
tele*graph*
tele*graph*y
tele*graph*ic
tele*gram*
tele*grapher*
topo*graph*y
topo*graph*ical
typo*graph*y
typo*graph*ical
en*grave*
en*graver*
en*graving*
en*graved*
*gram*mar
*gram*matical
*gram*marian
*gram*matically
ana*gram*
dia*gram*
epi*gram*
epi*gram*matical
mono*gram*
mono*graph*
parallelo*gram*
pro*gram*

26. *Jac* (*Ject*)=Throw, Cast.

e*jac*ulate
e*jac*ulation
e*jac*ulatory
ab*ject*
ab*ject*ly
ad*ject*ive
con*ject*ure
con*ject*urable
de*ject*
de*ject*ed
de*ject*edly
de*ject*ion
e*ject*
e*ject*ed
e*ject*ment
e*ject*or
in*ject*
in*ject*ed
in*ject*ion
inter*ject*
inter*ject*ed
inter*ject*ion
ob*ject*
ob*ject*ed
ob*ject*ive
ob*ject*ively
ob*ject*ion
ob*ject*ionable
unob*ject*ionable
pro*ject*
pro*ject*ed
pro*ject*or
pro*ject*ile
pro*ject*ion
re*ject*
re*ject*ion
re*ject*ed
sub*ject*
sub*ject*ed
sub*ject*ive
sub*ject*ively
sub*ject*ion
tra*ject*ory

27. *Junc* (*Join*)=Join, Unite.

*junc*tion
*junc*ture
ad*junc*t
con*junc*tion
con*junc*ture
dis*junc*tive
dis*junc*tion
in*junc*tion
sub*junc*tive

join	con***join***ed	en***join***ed
joiner	con***join***tly	en***join***er
joint	dis***join***	re***join***
jointed	dis***join***ed	re***join***ed
jointly	dis***joint***	re***join***der
jointure	dis***join***ted	sub***join***
ad***join***ing	en***join***	sub***join***ed

28. *Loqu* (*Locu*)=Speak, Tell.

loquacious	grandi***loqu***ent	ventri***loqu***ism
loquacity	grandi***loqu***ence	circum***locu***tion
col***loqu***y	ob***loqu***y	e***locu***tion
col***loqu***ial	soli***loqu***y	e***locu***tionary
e***loqu***ent	soli***loqu***ize	e***locu***tionist
e***loqu***ently	soli***loqu***izing	inter***locu***tor
e***loqu***ence	ventri***loqu***ist	

29. *Manu* (*Man*)=The Hand.

manual	***man***icure	***man***age
manufactory	***man***ipulate	***man***ager
manufacture	***man***ipulation	***man***ageable
manumission	***man***ifest	mis***man***age
manuscript	***man***ifestation	un***man***ageable
a***manu***ensis	e***man***cipate	***man***euver
manacles	e***man***cipation	quadru***man***ous

30. *Meter* (*Metr*)=Measure.

meter	anemo***meter***	dia***meter***
metric	baro***meter***	dia***metr***ical
metrical	baro***metr***ic	dia***metr***ically
metronome	chrono***meter***	galvano***meter***

geo*metry*	peri*meter*	trigono*metry*
geo*metr*ical	thermo*meter*	sym*metry*
hexa*meter*	thermo*metr*ic	sym*metr*ical

31. *Mit* (*Miss*, *Mise*)=SEND, LET GO.

ad*mit*	re*mitt*ent	trans*miss*ion
ad*mitt*ance	unre*mitt*ing	*miss*ionary
ad*miss*ible	sub*mit*	*miss*ile
com*mit*	sub*miss*ive	*miss*ive
com*mitt*ee	trans*mit*	compro*mise*
sub-com*mitt*ee	trans*mitt*er	de*mise*
com*mit*ment	*miss*ion	dis*miss*
com*miss*ary	ad*miss*ion	dis*miss*al
e*mit*	com*miss*ion	pre*mise*
e*miss*ary	com*miss*ioner	pre*mise*s
inter*mitt*ent	com*miss*ioned	pro*mise*
o*mit*	uncom*miss*ioned	pro*mis*ing
per*mit*	inter*miss*ion	pro*miss*ory
per*miss*ive	manu*miss*ion	re*miss*
per*miss*ible	o*miss*ion	re*miss*ness
re*mit*	per*miss*ion	sur*mise*
re*mitt*er	re*miss*ion	sur*mise*d
re*mitt*ance	sub*miss*ion	

32. *Part* (*Par*, *Port*)=PART.

part	*part*ially	co*part*ner
*part*ing	*part*iality	co*part*nership
*part*ly	*party*	*part*icular
*part*icle	*part*isan	*part*icularly
*part*ition	*part*ner	*part*icularize
*part*ial	*part*nership	*part*icipate

join	con***join***ed	en***join***ed
joiner	con***join***tly	en***join***er
joint	dis***join***	re***join***
jointed	dis***join***ed	re***join***ed
jointly	dis***joint***	re***join***der
jointure	dis***join***ted	sub***join***
ad***join***ing	en***join***	sub***join***ed

28. *Loqu* (*Locu*)=SPEAK, TELL.

loquacious	grandi***loqu***ent	ventri***loqu***ism
loquacity	grandi***loqu***ence	circum***locu***tion
col***loqu***y	ob***loqu***y	e***locu***tion
col***loqu***ial	soli***loqu***y	e***locu***tionary
e***loqu***ent	soli***loqu***ize	e***locu***tionist
e***loqu***ently	soli***loqu***izing	inter***locu***tor
e***loqu***ence	ventri***loqu***ist	

29. *Manu* (*Man*)=THE HAND.

manual	***man***icure	***man***age
manufactory	***man***ipulate	***man***ager
manufacture	***man***ipulation	***man***ageable
manumission	***man***ifest	mis***man***age
manuscript	***man***ifestation	un***man***ageable
a***manu***ensis	e***man***cipate	***man***euver
manacles	e***man***cipation	quadru***man***ous

30. *Meter* (*Metr*)=MEASURE.

meter	anemo***meter***	dia***meter***
metric	baro***meter***	dia***metr***ical
metrical	baro***metr***ic	dia***metr***ically
metronome	chrono***meter***	galvano***meter***

geo***metry***	peri***meter***	trigono***metry***
geo***metr***ical	thermo***meter***	sym***metry***
hexa***meter***	thermo***metr***ic	sym***metr***ical

31. *Mit* (*Miss*, *Mise*)=SEND, LET GO.

ad***mit***	re***mitt***ent	trans***miss***ion
ad***mitt***ance	unre***mitt***ing	***miss***ionary
ad***miss***ible	sub***mit***	***miss***ile
com***mit***	sub***miss***ive	***miss***ive
com***mitt***ee	trans***mit***	compro***mise***
sub-com***mitt***ee	trans***mitt***er	de***mise***
com***mit***ment	***miss***ion	dis***miss***
com***miss***ary	ad***miss***ion	dis***miss***al
e***mit***	com***miss***ion	pre***mise***
e***miss***ary	com***miss***ioner	pre***mise***s
inter***mitt***ent	com***miss***ioned	pro***mise***
o***mit***	uncom***miss***ioned	pro***mis***ing
per***mit***	inter***miss***ion	pro***miss***ory
per***miss***ive	manu***miss***ion	re***miss***
per***miss***ible	o***miss***ion	re***miss***ness
re***mit***	per***miss***ion	sur***mise***
re***mitt***er	re***miss***ion	sur***mise***d
re***mitt***ance	sub***miss***ion	

32. *Part* (*Par*, *Port*)=PART.

part	***part***ially	co***part***ner
parting	***part***iality	co***part***nership
partly	***party***	***part***icular
particle	***part***isan	***part***icularly
partition	***part***ner	***part***icularize
partial	***part***nership	***part***icipate

participation	im***part***ial	ap***port***ionment
participant	im***part***ially	pro***port***ion
participle	im***part***iality	pro***port***ioned
a***part***	***par***cel	pro***port***ionable
a***part***ment	***par***se	pro***port***ional
com***part***ment	***par***boil	pro***port***ionally
counter***part***	***par***take	pro***port***ionate
de***part***	***par***took	pro***port***ionately
de***part***ment	***par***taken	dispro***port***ion
de***part***mental	***port***ion	dispro***port***ionable
de***part***ure	***port***ioned	dispro***port***ional
im***part***	ap***port***ion	dispro***port***ionate
im***part***ing	ap***port***ioned	

33. *Pel* (*Puls*)=Drive, Urge.

com***pel***	im***pel***lent	re***pel***lent
com***puls***ion	im***puls***e	re***puls***e
com***puls***ory	im***puls***iveness	re***puls***ion
dis***pel***	pro***pel***	re***puls***ive
ex***pel***	pro***pel***lant	re***puls***iveness
ex***puls***ion	pro***puls***ion	***puls***e
ex***puls***ive	pro***puls***ive	***puls***ate
im***pel***	re***pel***	***puls***ation

34. *Pend* (*Pens*)=Hang, Weigh.

pendant	ap***pend***ix	inde***pend***ence
pendent	com***pend***ium	ex***pend***
pending	com***pend***ious	ex***pend***iture
pendulous	de***pend***	im***pend***
pendulum	de***pend***ent	im***pend***ing
ap***pend***	de***pend***ence	per***pend***icular
ap***pend***age	inde***pend***ent	per***pend***icularly

sti***pend***	com***pens***ate	ex***pens***e
sus***pend***	com***pens***ation	ex***pens***ive
sus***pend***ed	dis***pens***e	pro***pens***ity
sus***pend***ers	dis***pens***ary	recom***pens***e
pension	dis***pens***ation	sus***pens***e
pensioner	indis***pens***able	sus***pens***ion

35. ***Ply*** (*Plic*)=Bend, Fold.

ply	com***plic***ation	multi***ply***
pliable	com***plic***ity	multi***ple***
pliant	accom***plic***e	multi***plic***ation
pliers	dis***play***	multi***plic***and
ap***ply***	du***plic***ate	multi***plic***ity
ap***pli***ance	du***plic***ity	multi***plic***ative
ap***plic***able	redu***plic***ation	re***ply***
ap***plic***ant	ex***plic***it	sim***pli***fy
ap***plic***ation	ex***plic***itly	sim***ple***
misap***ply***	inex***plic***able	sim***ply***
inap***plic***able	im***ply***	sim***plic***ity
com***ply***	im***pli***ed	sup***plic***ate
com***pli***ance	im***plic***ate	sup***pli***ant
com***pli***ant	im***plic***ation	sup***plic***ant
com***plic***ate	im***plic***it	sup***plic***ation
com***plic***ated	im***plic***itly	

36. ***Pon*** (*Pos, Post, Posit*)=Place, Put.

post***pon***e	***pos***e	***post***age
com***pon***ent	***posit***ion	***post***al
de***pon***ent	***post***ure	ap***posit***e
ex***pon***ent	***posit***ive	ap***posit***ion
opp***on***ent	***post***	com***pos***e

com*pos*er
com*posit*or
com*pos*ure
com*posit*ion
com*post*
decom*pos*e
decom*posit*ion
discom*pos*e
de*pos*e
de*posit*
de*posit*ion
de*posit*or
de*posit*ory
dis*pos*e
dis*pos*ed
dis*posit*ion
dis*pos*able
dis*pos*al
indis*pos*ed
indis*posit*ion
predis*pos*ed
ex*pos*e
ex*pos*ure
ex*posit*ion
ex*posit*or
im*pos*e
im*pos*ing
im*posit*ion
im*post*
im*post*or
im*post*ure
inter*pos*e
inter*posit*ion
op*pos*e
op*posit*ion
op*posit*e
pre*posit*ion
pro*pos*e
pro*posit*ion
pro*pos*al
pur*pos*e
pur*pos*ely
re*pos*e
re*posit*ory
sup*pos*e
sup*posit*ion
sup*pos*able
sup*posit*ious
trans*pos*e
trans*posit*ion

37. Port=Carry.

*port*er
*port*able
*port*age
*port*ly
*port*folio
com*port*
de*port*ment
dis*port*
ex*port*
ex*port*er
ex*port*ation
im*port*
im*port*er
im*port*ation
im*port*ant
im*port*une
im*port*unity
op*port*une
op*port*unely
op*port*unity
inop*port*une
pur*port*
re*port*
re*port*er
re*port*ing
re*port*orial
sup*port*
sup*port*er
insup*port*able
trans*port*
trans*port*ation

38. *Press*=Press.

press	com***press***ion	op***press***ion
pressure	de***press***	op***press***ive
pressing	de***press***ion	op***press***or
im***press***	de***press***ing	re***press***ion
im***press***ion	ex***press***	re***press***
im***press***ionable	ex***press***ion	irre***press***ible
im***press***ive	ex***press***ive	sup***press***
com***press***	ex***press***ly	sup***press***ion
com***press***ible	op***press***	

39. *Scrib* (*Script*)=Write.

scribe	nonde***script***	super***script***ion
scribble	in***scrib***e	trans***scrib***e
scribbler	in***scrib***ed	tran***script***ion
a***scrib***e	in***script***ion	tran***script***
a***scrib***able	pre***scrib***e	***scrip***
a***script***ion	pre***scrib***ed	***script***
circum***scrib***e	pre***script***ion	***script***ure
circum***scrib***ed	pro***scrib***e	post***script***
circum***script***ion	pro***script***ion	manu***script***
de***scrib***e	pro***script***ive	con***script***
de***scrib***able	sub***scrib***e	con***script***ion
inde***scrib***able	sub***scrib***er	re***script***
de***script***ive	sub***script***ion	re***script***ion
de***script***ion	super***scrib***e	

40. *Sent* (*Sens*)=Perceive, Think, Feel.

sentiment	***sent***ence	as***sent***ing
sentimental	***sent***entious	con***sent***
sentient	as***sent***	con***sent***ing

dis*sent*
dis*sent*ing
dis*sent*er
pre*sent*iment
re*sent*
re*sent*ful
re*sent*ment
*sens*e
*sens*ible
*sens*ibly
*sens*ibility
in*sens*ible
in*sens*ibly
in*sens*ibility
non*sens*e
non*sens*ical
*sens*itive
*sens*ory
*sens*ual
*sens*ualize
*sens*uous
*sens*ation
*sens*ational
in*sens*ate

41. *Sign*=SIGN, MARK.

sign
*sign*ed
*sign*post
*sign*al
*sign*ally
*sign*alize
*sign*ature
*sign*et
*sign*ify
*sign*ificance
*sign*ificant
*sign*ificantly
*sign*ification
as*sign*
as*sign*able
as*sign*ee
as*sign*ed
as*sign*ment
reas*sign*
con*sign*
con*sign*ed
con*sign*ee
con*sign*or
con*sign*ment
de*sign*
de*sign*ed
unde*sign*ed
de*sign*edly
unde*sign*edly
de*sign*er
de*sign*ing
de*sign*ate
de*sign*ated
de*sign*ation
in*sign*ia
in*sign*ificance
in*sign*ificant
re*sign*
re*sign*ed
re*sign*ation

42. *Sist*=STAND.

as*sist*
as*sist*ed
as*sist*ant
as*sist*ance
unas*sist*ed
con*sist*
con*sist*ent
con*sist*ently
con*sist*ency
incon*sist*ent
incon*sist*ently
incon*sist*ency
de*sist*
ex*ist*
ex*ist*ing
ex*ist*ence
coex*ist*ent
coex*ist*ence

pre-ex*ist*ing
pre-ex*ist*ence
nonex*ist*ence
in*sist*
in*sist*ing
re*sist*
re*sist*ance
re*sist*less
re*sist*lessly
irre*sist*ible
irre*sist*ibly
irre*sist*ibility
unre*sist*ed
unre*sist*ing
nonre*sist*ance
per*sist*
per*sist*ent
per*sist*ency
sub*sist*
sub*sist*ence

43. *Spec* (*Spic*, *Spect*)=Look, View.

*spec*ial
e*spec*ial
*spec*ially
e*spec*ially
*spec*ialty
*spec*ialist
*spec*ify
*spec*ific
*spec*ifically
*spec*ification
*spec*ies
*spec*ie
*spec*imen
*spec*ious
*spec*ulate
*spec*ulation
*spec*ulator
*spec*ulative
con*spic*uous
de*spic*able
per*spic*acity
per*spic*acious
per*spic*uity
per*spic*uous
su*spic*ion
su*spic*ious
*spect*acle
*spect*acles
*spect*ator
*spect*acular
*spect*er
*spect*ral
*spect*rum
a*spect*
circum*spect*
ex*pect*
ex*pect*ation
in*spect*
in*spect*ion
in*spect*or
per*spect*ive
pro*spect*
pro*spect*ing
pro*spect*or
pro*spect*ive
pro*spect*us
re*spect*
re*spect*able
re*spect*ably
re*spect*ability
re*spect*ive
re*spect*ively
re*spect*ful
re*spect*fully
retro*spect*
retro*spect*ion
su*spect*

44. *Spir*=Breathe.

*spir*e
*spir*al
*spir*it
*spir*its
*spir*ited
*spir*itual

spiritually	con***spir***acy	in***spir***it
spirituality	con***spir***ator	unin***spir***ed
spirituous	di***spir***it	per***spir***e
a***spir***e	di***spir***iting	per***spir***ation
a***spir***ation	ex***pir***e	per***spir***atory
a***spir***ing	ex***pir***ation	re***spir***e
a***spir***ant	ex***pir***atory	re***spir***ation
a***spir***ate	unex***pir***ed	re***spir***atory
a***spir***ated	in***spir***e	tran***spir***e
a***spir***ation	in***spir***ed	tran***spir***ation
con***spir***e	in***spir***ation	su***spir***ation

45. Tend (*Tent, Tens*)=Go towards, Aim at, Stretch.

tend	con***tent***ion	in***tent***ly
tendency	con***tent***ious	in***tent***ion
tender	dis***tend***	in***tent***ional
tendon	dis***tend***ed	in***tent***ionally
tent	dis***tent***ion	unin***tent***ional
tense	ex***tend***	unin***tent***ionally
tension	ex***tend***ed	in***tens***e
tensile	ex***tent***	in***tens***ely
at***tend***	ex***tens***ion	in***tens***ity
at***tend***ance	ex***tens***ive	in***tens***ify
at***tend***ant	ex***tens***ively	os***tens***ible
non-at***tend***ance	ex***tens***or	os***tens***ibly
at***tent***ion	ex***tens***ible	os***tens***ive
at***tent***ive	ex***tens***ibility	os***tent***ation
at***tent***ively	in***tend***	os***tent***atious
inat***tent***ion	in***tend***ed	os***tent***atiously
inat***tent***ive	unin***tend***ed	unos***tent***atious
con***tend***	in***tent***	por***tend***

por*tent*	pre*tens*e	sub*tend*ed
por*tent*ous	pre*tens*ion	superin*tend*
pre*tend*	unpre*tend*ing	superin*tend*ence
pre*tend*ed	sub*tend*	superin*tend*ent
pre*tend*er		

46. Tain (*Tin*, *Tent*, *Ten*)=HOLD, KEEP.

abs*tain*	per*tin*ent	*ten*acity
abs*tain*er	imper*tin*ent	*ten*ure
abs*tin*ence	imper*tin*ence	*ten*ant
at*tain*	per*tin*acious	*ten*ancy
at*tain*ment	per*tin*acity	*ten*ement
con*tain*	apper*tain*	lieu*ten*ant
con*tent*s	apper*tain*ing	lieu*ten*ancy
con*tent*	appur*ten*ance	*ten*et
con*tin*ence	re*tain*	*ten*dril
de*tain*	re*tain*er	*ten*or
de*ten*tion	re*tent*ive	con*tin*ue
enter*tain*	re*ten*tion	con*tin*ual
enter*tain*ing	sus*tain*	con*tin*ually
enter*tain*ment	sus*ten*ance	con*tin*uation
main*tain*	*ten*able	con*tin*uance
main*ten*ance	unt*en*able	con*tin*uity
ob*tain*	*ten*acious	re*tin*ue
per*tain*		

47. Tract=DRAW.

abs*tract*	at*tract*ion	de*tract*or
abs*tract*ion	con*tract*	de*tract*ion
abs*tract*edly	con*tract*or	dis*tract*
at*tract*	con*tract*ion	dis*tract*ed
at*tract*ive	de*tract*	dis*tract*edly

dis*tract*ive
dis*tract*ion
ex*tract*
ex*tract*ion
pro*tract*
pro*tract*ed
pro*tract*ion
re*tract*
sub*tract*
sub*tract*ion
tract
tractable
traction
trace
tracer
re***trac***e
track

48. *Vent* (*Ven*)=Come.

ad***vent***
ad***vent***itious
ad***vent***ure
ad***vent***urer
ad***vent***urous
misad***vent***ure
perad***vent***ure
circum***vent***
circum***vent***ion
con***vent***
con***vent***ion
con***vent***ional
event
eventual
eventually
eventuate
in***vent***
in***vent***or
in***vent***ion
in***vent***ive
in***vent***ory
in***vent***oried
pre***vent***
pre***vent***ion
pre***vent***ive
vent
venture
venturesome
a***ven***ue
con***ven***e
con***ven***ient
con***ven***ience
inconv***en***ient
inconv***en***ience
contra***ven***e
contra***vent***ion
co***ven***ant
inter***ven***e
inter***ven***ing
inter***vent***ion
re***ven***ue
super***ven***e
super***ven***ing

49. *Vert* (*Vers*)=Turn, Turned.

ad***vert***
inad***vert***ence
inad***vert***ently
ad***vert***ise
ad***vert***iser
ad***vert***ising
ad***vert***isement
animad***vert***
animad***vers***ion
a***vert***
a***vert***ed
a***vers***ion
a***vers***e
contro***vert***
contro***vers***y
incontro***vert***ible
con***vert***
con***vert***ible
con***vers***ion
con***vert***ibility
incon***vert***ible

unconvertedsubversivecon*vers*ation
unconvertiblesubversionconversant
divertvertebraconversely
diversionvertebrædiverse
invertvertexdiversity
invertedvertical*diversify*
inversionvertigodiversification
inversevorseobverse
inversely*vers*edreverse
pervertversionreversal
perversetversatilereversible
perversely*vers*atilitytraverse
perversion*vers*ificationtransverse
perversityadverse*transversely*
perversiveadversityuniverse
revertadversely*univers*al
reversionadversaryuniversally
reversionaryanniversaryuniversity
subvertconverse

50. *Voc* (*Voke*)=Voice, Call.

vocalvociferousinvoke
vocallyvocabularyinvocation
vocalizeadvocateprovoke
vocalistadvocacyprovoking
voicconvokeprovocation
voiceless*con*vocationunprovoked
vocationequivocaterevoke
avocationequivocationrevocation
vociferateequivocalirrevocable
vociferation

PREFIXES AND SUFFIXES.

Prefixes.

a, ab, abs=*from*—***a***vert, ***ab***breviate, ***abs***tain, ***abs***tract.

a, an=*without, not*—***a***pathy, ***a***theist, ***an***archy, ***an***hydrous.

ad (***ac, af, ag, al, an, ap, ar, as, at***)=*to*—***ad***here, ***ac***count, ***af***fix, ***ag***grieve, ***al***lure, ***an***oint, ***ap***ply, ***ar***range, ***as***sent, ***at***test.

ante=*before*—***ante***cedent, ***ante***date.

anti=*against*—***anti***septic, ***anti***pathy.

bi=*two*—***bi***nary, ***bi***gamy, ***bi***nominal, ***bi***cycle.

circum=*around, about*—***circum***navigate, ***circum***ference, ***circum***locution.

con, com, cor=*with, together*—***con***flagration, ***com***plete, ***cor***respond.

contra=*against, opposite*—***contra***dict, ***contro***vert.

de=*down, from*—***de***cline, ***de***fend, ***de***liver, ***de***posit.

dia=*through, between, across*—***dia***meter, ***dia***logue, ***dia***gonal.

dis, di=*apart*—***dis***pose, ***dis***cuss, ***di***late, ***di***vert.

epi=*upon*—***epi***taph, ***epi***demic, ***epi***dermis, ***epi***tome.

ex, e, ef=*out*—***ex***cept, ***ex***clude, ***e***mit, ***ef***fect.

extra=*beyond, outside of*—***extra***neous, ***extra***ordinary.

in, im, il, ir=*not*—***in***finite, ***im***mature, ***il***legible, ***ir***regular.

in, im, il, ir, en=*in, on*—***in***clude, ***im***merse, ***il***luminate, ***ir***ruption, ***en***list, ***en***roll.

inter=*between, among*—***inter***pose, ***inter***vene.

mal=*bad, ill*—***mal***feasance, ***mal***ediction.

mis=*wrong, erroneous*—***mis***conduct, ***mis***apply, ***mis***interpret.

non=*not*—***non***sense, ***non***-existence.

ob, oc, of, op=*against, opposed*—***ob***ject, ***oc***cupy, ***of***fend, ***op***press.

per=*through*—***per***vade, ***per***ceive, ***per***fect, ***per***meate.

poly=*many*—***poly***syllable, ***poly***technic, ***poly***gon, ***poly***gamy.

post=*after*—***post***script, ***post***pone, ***post***date.

pre=*before*—***pre***cede, ***pre***side, ***pre***science.

pro=*forward, forth, before*—***pro***ceed, ***pro***fuse, ***pro***logue.

re=*back, again*—***re***act, ***re***tire, ***re***move, ***re***gard.

retro=*backward*—***retro***spect, ***retro***grade, ***retro***cession.

se=*aside, apart*—***se***clusion, ***se***cede.

sub=*under*—***sub***scribe, ***sub***mit, ***sub***let, ***sub***join.

super=*above, over*—***super***vision, ***super***natural, ***super***fluous.

syn, sym=*with, together*—***syn***dicate, ***syn***thesis, ***sym***pathy, ***sym***metry.

tri=*three*—***tri***syllable, ***tri***cycle, ***tri***une, ***tri***ple.

trans=*over, across, through, beyond*—***trans***late, ***trans***plant, ***trans***parent.

un=*not*—***un***certain, ***un***able, ***un***told, ***un***decided.

Suffixes.

acy=*state, condition*—obstin***acy***, celib***acy***, effic***acy***.

ade=*arrangement*—colonn***ade***, crus***ade***, stock***ade***.

age=*that which relates to*—coin***age***, bagg***age***, ferri***age***.

al=*relating to, the act of*—person***al***, condition***al***, appris***al***, remov***al***.

an=*belonging to, one who*—republic***an***, Americ***an***, Philadelphi***an***, valedictori***an***.

ance, ence=*state of being*—attend***ance***, corpul***ence***.

ant, ent=*being, one who*—abund***ant***, prevail***ent***, confid***ent***, confid***ant***, superintend***ent***.

ar=*belonging to*—lun***ar***, circul***ar***, column***ar***.

ary=*pertaining to, resembling*—revolution***ary***, capill***ary***.

ate=*having the quality of*—orn***ate***, accur***ate***.

ate=*to make*—aggrav***ate***, vac***ate***, invalid***ate***.

ble=*that can be*—negotia***ble***, convert***ible***.

dom=*condition of, realm of*—free***dom***, king***dom***.

ee=*one to whom*—refer***ee***, consign***ee***.

en=*to make*—hard***en***, black***en***.

er, eer, ier, yer=*one who*—mak***er***, auction***eer***, coll***ier***, law***yer***, saw***yer***.

escence=*state of growing or becoming*—convale***scence***, efferve***scence***.

escent=*becoming*—evan***escent***, qui***escent***, obsol***escent***.

hood=*condition*—boy***hood***, brother***hood***, hardi***hood***.

ic=*like, pertaining to*—hero***ic***, con***ic***, magnet***ic***, academ***ic***.

ice=*quality*—just***ice***, coward***ice***, serv***ice***.

ics=*science of*—mathemat***ics***, phys***ics***, polit***ics***, acoust***ics***, opt***ics***.

ile=*pertaining to*—host***ile***, frag***ile***, tens***ile***, vir***ile***.

ine=*like, pertaining to*—can***ine***, sal***ine***, mar***ine***.

ion=*act of*—omiss***ion*** solut***ion***, divis***ion***.

ise=*to make*—critic***ise***, advert***ise***, surpr***ise***.

ish=*somewhat, like*—gray***ish***, fool***ish***, rogu***ish***.

ish=*to do, to make*—fin***ish***, publ***ish***, dimin***ish***.

ism=*state, practice*—magnet***ism***, critic***ism***, Mohammedan***ism***.

ist=*one who*—vocal***ist***, pian***ist***, typ***ist***, machin***ist***.

ite=*one who, that which*—Israel***ite***, favor***ite***, hypocr***ite***, requis***ite***.

ity=*state, quality, condition*—brev***ity***, cav***ity***, dign***ity***.

ive=*fitted, having power*—decept***ive***, adhes***ive***, offens***ive***.

ize=*to make*—pulver***ize***, aggrand***ize***, minim***ize***.

less=*without, destitute of*—care***less***, end***less***, use***less***.

let=*a little*—tab***let***, eye***let***, ow***let***.

ly=*like, in a manner*—friend***ly***, lord***ly***, quick***ly***, careful***ly***.

ment=*state of, act of*—bewilder***ment***, announce***ment***, judg***ment***.

ness=*state of, quality of*—wicked***ness***, smooth***ness***.

or=*one who*—collect***or***, govern***or***, act***or***.

ory=*fitted to, a place where*—preparat***ory***, compuls***ory***, fact***ory***, conservat***ory***, dormit***ory***.

ous=*partaking of, having the quality of*—fam***ous***, nutriti***ous***.

ry, ery=*a place where, wares of a*—hostel***ry***, distill***ery***, confection***ery***, station***ery***.

ship=*place, office, condition*—clerk***ship***, principal***ship***, hard***ship***.

some=*having the quality or character of*—burden***some***, quarrel***some***.

tude=*condition, quality*—servi***tude***, pleni***tude***, grati***tude***.

ty=*condition, state*—novel***ty***, safe***ty***, certain***ty***.

ure=*act, condition, thing*—capt***ure***, mixt***ure***, fract***ure***.

y=*partaking of, quality of*—eas***y***, air***y***, nois***y***, honest***y***.

HOMONYMS.

(A *homonym* is "a word having the same sound as another, but differing from it in meaning." In the following list, the sounds are in some cases *identical*, in others only *similar*.)

Abolition, ebullition
absence, absents
accept, except
access, excess
acclamation, acclimation
adds, ads, adz
adherence, adherents
advice, advise
affect, effect
ail, ale
air, e'er, heir, ere
aisle, I'll, isle
aliment, element
all, awl
allegation, alligation
alley, ally
allowed, aloud
allude, elude, illude
altar, alter
amend, emend
annalist, analyst
ant, aunt
arc, ark
area, aria
arose, arrows
arrant, errant, errand
artist, artiste
ascent, assent
assay, essay
assistance, assistants
aster, astir
attendance, attendants
auger, augur
axis, axes

Bad, bade
bail, bale
bald, bawled
ball, bawl
bard, barred
bare, bear
baron, barren
base, bass
bazar, bizarre
be, bee
beach, beech
beat, beet
beau, bow
been, bin
beer, bier

bell, belle
berry, bury
berth, birth
billed, build
bite, bight
blond, blonde
blue, blew
boar, bore
board, bored
boarder, border
bold, bowled
bolder, bowlder
born, borne, bourn
borough, burrow, burro
bough, bow
boy, buoy
braid, brayed
braise, braze, brays
brake, break
breaches, breeches
bread, bred
brews, bruise
bridal, bridle
Britain, Briton
broach, brooch
brood, brewed
brows, browse
brute, bruit
buccal, buckle
but, butt
buy, by, bye

Calendar, calender
cannon, canon, cañon
canvas, canvass
capital, capitol
carrot, carat, caret
cast, caste
caster, castor
ceiling, sealing
cellar, seller
censor, censer
census, senses
cereal, serial
cetaceous, setaceous
chagrin, shagreen
chance, chants
chaste, chased
chews, choose
choir, quire
choler, collar
choral, coral, corral
chord, cord, cored
clause, claws
click, clique
climb, clime
close, clothes
clue, clew
coaled, cold
coarse, course
coarser, courser, corsair
coat, cote
coin, coign, quoin

colonel, kernel
color, culler
commence, comments
committee, comity
complacent, complaisant
complement, compliment
concert, consort
concord, conquered, Concord
concur, conquer
confident, confidant, confidante
confirmation, conformation
consols, consuls
consonance, consonants
core, corps
correspondence, correspondents
corporal, corporeal
council, counsel
courier, currier, carrier
cousin, cozen
coward, cowered, cowherd
creak, creek
critic, critique
cruel, crewel
cruise, crews
currant, current
cypress, Cyprus

Dam, damn
dear, deer
decade, decayed
decease, disease
deformity, difformity
dense, dens, dents
depository, depositary
descent, dissent, decent
desert, dessert
deuce, dues, dews
device, devise
die, dye
dire, dyer
discreet, discrete
divisor, devisor, deviser
do, due, dew
done, dun
dose, doze
dough, doe, do
duct, ducked
duel, dual
dust, dost
dying, dyeing

Earn, urn
educe, adduce, deduce
effluence, affluence
efflux, afflux
either, ether
elicit, illicit
eligible, illegible
elision, Elysian
elusive, illusive

emerge, immerge
emigrant, immigrant
eminent, imminent, immanent
eraser, erasure
eruption, irruption
exceed, accede
exercise, exorcise
extent, extant

Face, phase
faint, feint
fair, fare
false, faults, falls
faro, Pharaoh
fate, fête
father, farther
feat, feet
feign, fain, fane
fence, fens
ferrule, ferule
file, phial
find, fined
fissure, fisher
flee, flea
flour, flower
flow, floe
flue, flew
for, four, fore
formerly, formally
fort, forte
forty, forte
foul, fowl
fourth, forth
freeze, frees, frieze
fungus, fungous
fur, fir
furs, firs, furze

Gamble, gambol
gate, gait
gentle, genteel
genus, genius
gesture, jester
gild, guild
glacier, glazier
glare, glair
gorilla, guerrilla
grace, graze
grander, grandeur
great, grate
greater, grater
grisly, grizzly, gristly
groan, grown
grocer, grosser
guest, guessed
guide, guyed
guilt, gilt
guise, guys

Hail, hale
hair, hare

hall, haul
handsome, hansom
haze, Hayes, Hay's
heal, heel, he'll
hear, here
heard, herd
heart, hart
hello, hallow. halo
hew, hue, Hugh
hide, hied
high, hie
him, hymn
hire, higher
hoard, horde
hole, whole
holy, wholly
hoop, whoop
horse, hoarse
hose, hoes

I, eye, aye
idle, idol, idyl
impostor, imposture
in, inn
indict, indite
ingenious, ingenuous
insight, incite
invade, inveighed

Jam, jamb
jointer, jointure

Key, quay
kill, kiln
knave, nave, naive

Lacks, lax
laid, lade
lain, lane
lapse, laps, Lapps
lea, lee
lead, led
leaf, lief
leak, leek
lean, lien
least, leased
legislature, legislator
lens, lends
lesson, lessen
liable, libel
liar, lyre
lie, lye
lightning, lightening
limb, limn
liniment, lineament
links, lynx
literal, littoral
load, lode, lowed
loan, lone
loot, lute
lose, loose
low, lo
lower, lore

lumber, lumbar

Made, maid
magnet, magnate
mail, male
main, mane, Maine
maize, maze, May's
mall, maul
mare, mayor
mark, marque, Mark, Marc
marshal, martial
marten, martin, Martin
mast, massed
mattresses, matrices
mead, meed
mean, mien, mesne
medal, meddle
meet, meat, mete
message, messuage
metal, mettle
might, mite
millinery, millenary
mince, mints
miner, minor
missile, missal
mist, missed
moan, mown
moat, mote
mode, mowed
model, modal
modest, modiste

more, mower, moor
morn, mourn
mucus, mucous
mule, mewl
muscle, mussel
muse, mews
must, mussed
mustard, mustered

Nay, neigh, née
need, knead, kneed
new, knew, gnu
news, noose
night, knight
no, know
none, nun, known
nose, knows
not, knot

Ode, owed
one, won
opposite, apposite
or, ore, oar, o'er
oracle, auricle
oral, aural
ordinance, ordnance
oriole, aureole
ought, aught
our, hour
overdue, overdo
owe, oh, O

Pain, pane, Payne, Paine
pair, pare, pear
palate, palette, pallet
pale, pail
parasite, parricide
passable, passible
past, passed
paste, paced
pastel, pastil
pastor, pasture
patience, patients
pause, paws
peak, pique
peal, peel
pearl, purl
pedal, peddle
peer, pier, Pierre
pencil, pensile
penitence, penitents
personal, personnel
personality, personalty
phalanx, flanks
phalanges, flanges
phrase, frays
physic, physique
piece, peace, peas, pease
pistol, pistil
plain, plane
plaintiff, plaintive
please, pleas
plum, plumb
poesy, posy
pole, poll, Pole
populous, pupulace
port, Porte
pour, pore
praise, prays, preys
presence, presents
president, precedent
pride, pried
prince, prints
principal, principle
prior, prier
prize, pries, price
profit, prophet
prophecy, prophesy
purse, purrs

Quartz, quarts
quite, quiet

Rabbit, rabbet
radical, radicle
radish, reddish
rain, reign, rein
raise, raze, rays, race
raisin, resin
rancor, ranker
rap, wrap
rapt, rapped, wrapped
razor, raiser, razer, racer
real, reel

receipt, reseat
recent, resent
red, read
reed, read
reflex, reflects
regiment, regimen
relic, relict
rescission, recision
residence, residents
rest, wrest
rice, rise
right, write, rite, wright
rigor, rigger
ring, wring
road, rode, rowed
roll, rôle
room, rheum
root, route
rose, rows, rôes
rough, ruff
rouse, rows
rout, route
row, roe
rubicund, Rubicon, rubican
rude, rood
rung, wrung
ruse, rues
rye, wry

Sack, sacque, sac
sailor, sailer
salary, celery
sale, sail
salvage, selvage
sane, seine, Seine
sanitary, sanatory
satin, Satan, Saturn
scarce, scares
scene, seen
scion, cion, Sion, Zion
sculpture, sculptor
seal, ceil
sear, seer, sere, cere
season, seizin
see, sea
seed, cede
seem, seam
seize, sees, seas, cease
sell, cell
senior, Señor, Signor, seignior
sent, cent, scent
sense, cents, scents
series, Ceres, cerise
serious, cereus, Sirius
session, cession
sex, sects
sheer, shear
shoot, chute
shown, shone
side, sighed
sight, site, cite

sign, sine
signet, cygnet
sire, sigher
size, sighs
skull, scull
sleigh, slay
slight, sleight
slow, sloe
so, sew, sow
sold, soled, souled
some, sum
son, sun
sore, soar, sower
soul, sole
sowed, sewed
sparse, spars
spice, spies
stair, stare
stake, steak
stationery, stationary
statue, statute, stature
steal, steel
step, steppe
straight, strait
style, stile
succor, sucker
suit, soot
suitor, suture
suppliance, suppliants
surf, serf, ceriph
surge, serge
surplus, surplice
sweet, suite
sword, soared
symbol, cymbal
symmetry, cemetery

Tact, tacked
tail, tale
talisman, talesman
taper, tapir
taught, taut
tax, tacks
team, teem
tear, tare
tear, tier
tease, teas
tenor, tenure
terrier, tarrier
there, their, they're
throne, thrown
through, threw
throw, throe
tide, tied
time, thyme
to, too, two
toad, toed, towed
toe, tow
told, tolled
tool, tulle
tract, tracked

treatise, treaties
troop, troupe
trusty, trustee
turban, turbine
twill, 'twill
typographical, topographical

Use, ewes, yews

Veil, vale
vein, vain, vane
venal, venial
venous, Venus
veracious, voracious
veracity, voracity
vertex, vortex
vile, vial, viol
violet, violate

Wade, weighed
wail, wale, whale
wait, weight
wane, wain
war, wore
warn, worn
waste, waist
wave, waive
wax, whacks
way, weigh, whey
we, wee
weak, week
weal, we'll
wear, ware, where
weather, whether, wether
weave, we've
were, whir
we're, weir
wet, whet
what, watt, wot
when, wen
which, witch
while, wile
whirl, whorl
whither, wither
whose, who's
wield, wheeled
wig, whig
wine, whine
wit, whit
with, withe
woe, whoa
would, wood, wooed
wrapper, rapper
wreak, reek
wreath, wreathe
wrote, rote

Yoke, yolk
you, yew, ewe
your, ewer, you're
yule, you'll

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